

2016 ANNUAL REPORT



Town of Charlestown
New Hampshire



The Town of Charlestown dedicates the 2016 Annual Report to the
CHARLESTOWN WOMEN'S CLUB

The Charlestown Women's Club was founded by Martha Clark Mortenson on September 5, 1968, following a \$9,000 donation to the Old Fort No. 4 at Muster Day by the New Hampshire Federation of Women's Clubs from funds raised in 1966-67. From the club's constitution, the objective was "to form a recognized center for social and mental culture; to broaden educational opportunity; to encourage all movements for the betterment of society and foster a generous public spirit in the community" of Charlestown. The club was federated with the state and national organization from 1968 through 2000; it was reorganized locally from 2001 through 2016. Funds were raised through dances, house tours, fashion shows, plays, garage sales, and suppers before Town Meeting. Members found great pleasure in cooperation and friendship with each other. As many as eighty-eight women joined as members each year.

Over the years, the club contributed many visible improvements to the town. Originally, many flower tubs along Main Street were built in Fall Mountain wood shop, planted, and maintained by club members, seen driving cars with trunks carrying trash cans loaded with water and baskets of deadheaded flowers, weeds, grass trimmings and litter. Forty-five trees along Main Street, from the dry bridge to Lower Landing, include crabapples, red oaks, little leaf lindens, crimson maples, and ginkgos. The fire station, school lawn, and the triangle at Lower Landing were landscaped as well. Grills were provided for Patch Park, a front door for the Silsby Library, signs at the north and south of town, as well as the historic toll bridge sign. The club gave books to the library, sponsored Reading Is Fundamental and art contests in the grade schools, scholarships and drug education programs at the Fall Mountain High School and the original substance-free graduation party. Hundreds of pairs of mittens were knitted for school children, created the Historic Walk About guide and sandwiches and cookies concocted for Green Up Day. Norris Cotton Cancer Center and the Fort at No. 4 received donations. For many years, an informational public meeting for candidates with discussion of town and school warrants preceded Town and School meeting days. Lastly, the lamp posts that adorn Main Street., with the north end being finished in 2016.

On September 15, 2016, the club was dissolved by motion of the founder Marti Mortenson, upon completion of the lampposts project, decorated with summer baskets and winter wreathes. Remaining funds were donated to the Charlestown Beautification Coalition. Surviving Charter Members, of the original thirty-six, are Polly Frizzell and Diane Lessels, both Past Presidents.

The Town of Charlestown would like to thank the Women's Club for all they have done over the years and the beautiful street scape that they have created for our community. Its organizations like this that make our small town such a wonderful place to live, work and play.

TOWN OF CHARLESTOWN

ANNUAL REPORT

ANNUAL REPORTS Of the Selectboard And Other Town Officers



CHARLESTOWN, N.H.

For the Year Ending
December 31, 2016

"The Town of Charlestown prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or a part of an individual's income is derived from any public assistance program. (Not all prohibited bases apply to all programs.) The Town of Charlestown is an equal opportunity provider and employer."

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REPORT OF THE SELECTBOARD

2016 was another year of significant accomplishments and challenges for the Town and the Selectboard.

Perhaps the highlight of the year was the relocation and consolidation of most Town Office functions in the new building at 233 Main Street. With the Selectboard, Town Clerk/Tax Collector and Planning & Zoning offices all together in a single location we are confident that residents will find it significantly more convenient that the Town can offer “one stop shopping” for most Town business. While this project took longer than we had hoped we are pleased with the end result. We wish to express special appreciation to Keith Weed and all of the Highway Department crew for their efforts in fitting out the building, minimizing the expense to the Town.

Another accomplishment was the revamping of the Town’s web site. We think that residents will find it much more user friendly. Residents can now obtain tax cards, tax maps and Transfer Station stickers on-line in addition to other valuable Town information. All Town offices also now accept credit cards. We extend our thanks to Patty Chaffee in the Selectboard office for her efforts in bringing about these major improvements.

Several State transportation projects affecting Charlestown have moved forward. The rehab of the Cheshire Bridge over the Connecticut River was completed, albeit somewhat later than originally planned. The Route 12 project between South Charlestown and North Walpole is still in the works, however a lack of cooperation from the railroad has led to a redesign of the project, taking the new road closer to the River and necessitating additional environmental impact studies and permitting. We are still hopeful that the project will not be significantly delayed.

The town-wide revaluation of taxable property was completed and, somewhat to our surprise, resulted in lower values for most properties in Town. Unfortunately, this does not necessarily result in lower property taxes. Tax-payers should know, however, that the School District accounts for the vast majority of their tax bills and we encourage voters to participate in School District budget deliberations.

The Selectboard and Finance Committee have worked diligently to develop a 2017 budget that is as close to level funded as we could get. This was difficult given substantial increases in insurance rates and the desire to reward our employees with well deserved, if only modest, pay raises. If all recommended Town funding, including Warrant articles is approved, the total spending increase will be less than 0.02%. We wish to thank the Finance Committee and all of our Department Heads for their efforts to keep spending at a minimum while preserving essential Town services.

As always, we wish to thank the many volunteers who serve on the Town’s Boards and Committees. They are the glue that makes the Town function as well as it does. We also wish to convey our special appreciation to the dedicated members of Town’s Fire and Ambulance Departments. These often thankless jobs require late night call-outs, lost time at work and time away from their families. Likewise we wish to recognize Police Chief Pat Connors and his entire Department for their efforts in improving the Department. These include enhanced staffing and updated policies & procedures as well as implementing the new dispatch system which will result in considerable cost savings to the Town going forward. We thank all of these dedicated individuals for their service in keeping us all safer.

In closing, we note with sadness the passing of long-time Town Clerk/Tax Collector Debra Clark after a courageous battle with cancer. We extend our sincere condolences to her family and friends.

Art Grenier, Chair

Steve Neill

Tom Cobb

OFFICIAL OFFICE HOURS/MEETING DATES

SELECTMEN'S OFFICE

Weekdays: 8:00 A.M. to 4:00 P.M., except holidays

Tel. 826-4400

MEETINGS: first and third Wednesday, 6:30 P.M.

Fax 826-3700

TOWN CLERK/TAX COLLECTOR'S OFFICE

Monday: 10:00 A.M. to 1:00 P.M. and 1:30 P.M. to 6:00 P.M.

Tel. 826-5821

Tuesday through Friday 8:00 A.M. to 1:00 P.M. and 1:30 to 4:00 P.M.

Fax 826-5181

except holidays – Library/Municipal Bldg

BUILDING DEPARTMENT

Monday and Wednesday: 4:00 P.M. to 6:00 P.M.

Tel. 826-4400

HEALTH AND HUMAN SERVICES

Tuesday and Thursday: 9:00 A.M. to 2:00 P.M.

Tel. 826-5266

PLANNING BOARD OFFICE (Bakery Building, downstairs)

Monday through Friday: 8:30 A.M. to 4:00 P.M.

Tel. 826-5368

MEETINGS: first and third Tuesday, 7:00 P.M. (Community Room)

Fax 826-3709

TRANSFER STATION

Tuesday and Saturday: 8:00 A.M. to 4:30 P.M.

Tel. 826-3201

Wednesday: 1:00 P.M. to 6:00 P.M.

Friday: 10:00 A.M. to 4:30 P.M.

CONSERVATION COMMISSION (Community Room)

MEETINGS: third Monday of each month: 7:00 P.M.

RECREATION COMMITTEE (Bakery Building, downstairs)

MEETINGS: first Tuesday of each month: 6:00 P.M.

EMERGENCY PHONE NUMBERS

Police, Ambulance and Fire – 911

(Police Department – non-emergency – 826-5747)

2017 HOLIDAY SCHEDULE

Monday, January 2 – New Years Day

Friday, November 10 – Veterans' Day

Monday, May 29 – Memorial Day

Thursday, November 23 – Thanksgiving Day

Tuesday, July 4 – Independence Day

Friday, November 24 – Day after Thanksgiving

Monday, September 4 - Labor Day

Monday, December 25 – Christmas Day (Observed)

TOWN OFFICERS AND COMMITTEE MEMBERS

Selectboard	Arthur Grenier , Chair	2018
	Steven Neill	2017
	Thomas Cobb	2019
Health & Human Services	Deborah Rose	
Chief of Police	Patrick Connors	Appointed
Animal Control Officer	Police Dept	Appointed
Treasurer	Joan Kuncik	2018
Town Clerk/Tax Collector	Kelly Stoddart	2017
Office Manager	Patricia Chaffee	Appointed
Health Officer	Steven Neill	Appointed
Building Inspector	Jon LeClair	Appointed
Deputy Building Inspector	Bud Von Ahnen Jr.	Appointed
Moderator	Albert St. Pierre	2018
Supervisors of Checklist	Nancy Houghton	2022
	Joan Kuncik	2018
	Emily St. Pierre (interim)	2017
Administrative Assistant to Select-board/ Planning & Zoning Administrator	David M. Edkins	Appointed
Highway/Transfer Station Superintendent	Keith Weed	Appointed
Water/Wastewater Superintendent	David Duquette	Appointed
Trustees of Trust Funds	William Sullivan	2019
	Susan Laware	2017
	Patricia Royce	2018
Cemetery Trustees	Aare Ilves, Chair	2018
	Ronald LeClair	2017
	Douglas Neill	2019

TOWN OFFICERS AND COMMITTEE MEMBERS

Librarian	Holly Shaw	Appointed
Assistant Librarian	Jennifer Haynes	Appointed
Library Trustees	James Fowler, Chair	2017
	Robin Forsaith, Treasurer	2017
	Diana Bushway (Chair)	2019
	Maureen Spillsbury	2019
	Mary Holmes	2019
	Kara Lee	2018
	Anne Williams	2018
Fire Chief	Charles Baraly	Appointed
Ambulance Director	Patrick Connors	Appointed
Emergency Mgt. Dir.	Charles Baraly	Appointed
Conservation Commission	Richard Holmes, Chairman	2018
	Steven A Neill, Ex-Officio	2017
	James Fowler, Secretary	2019
	Richard Lincourt	2017
	Michael Francis	2017
	Ruth Pratt	2019
	Gabriel Bailey	2018
Alternates	Duane Wetherby	2019
Finance Committee	Roger Thibodeau, Chair	2019
	Robert Davis	2017
	Nancy Houghton	2019
	Patricia Chaffee	2019
	Eric Johnson	2017
	Patricia Royce	2017
	David Richardson	2018
	Rose Smith-Hull	2018
	Richard St. Pierre	2018

TOWN OFFICERS AND COMMITTEE MEMBERS

Recreation Committee	Arthur Grenier	Ex-Officio
	Nancy Fontaine, Chair	2018
	Austin Aubin	2017
	Shawn Aubin	2017
	Hope Grenier	2017
	Gabe Bailey	2018
	Travis Royce	2019
	Patricia Chaffee	2017
	Patrick Guierre	2019
Recreation Director	Craig Fairbank	Appointed
Planning Board	Thomas Cobb	Ex-officio
	Robert Frizzell, Chair	2017
	Sharon Francis, Vice-Chair	2018
	Richard Lincourt	2019
	Rose Smith-Hull	2017
	Douglas Neill	2019
	John Bruno	2018
	Patricia Chaffee	2017
Alternates	Duane Wetherby	2017
	James Jenkins	2017
Zoning Board of Adjustment	Terri Fisk, Chair	2018
	Andrew Jellie, Vice Chair	2017
	Stephanie Franco	2019
	Harold Ames	2019
	Nancy Houghton	2017
Alternates	Mathew Baran	2018
	Douglas Neill	2019
Heritage Commission	Arthur Grenier	Ex-Officio
	Duane Wetherby, Chair	2017
	Susan Richardson, Treasurer	2018
	Joanne Hipp	2016
	Tamera Golden	2020
	Joyce Higgins	2017
	Wesley Van Velsor	2017
Heritage Commission Alternate	Ronald Martel	2017



Town of Charlestown New Hampshire

Warrant and Budget

2017

To the inhabitants of the Town of Charlestown in the County of Sullivan in the state of New Hampshire qualified to vote in town affairs are hereby notified and warned that the two phases of the Annual Town Meeting will be held as follows:

First Session of Annual Meeting (Deliberative):

Date: February 7, 2017

Time: 6pm

Location: Town Hall, 19 Summer Street

Details:

Second Session of Annual Meeting (Official Ballot Voting)

Date: March 14, 2017

Time: 8am – 7pm

Location: Charlestown Senior Center, 233 Old Springfield Road

Details:

Article 01: Election of Officers

To elect the necessary Town Officers for their respective terms.

Article 02: Amend Zoning Ordinance

Are you in favor of the adoption of the amendment to the existing town Zoning Ordinance as proposed by the planning board: It would add provisions intended to bring the Town into conformance with State Statute (RSA 674:21-23) allowing Accessory Dwelling units in all Zoning Districts, along with certain minor editorial revisions intended to reflect current practice. Copies of the the full text of the proposed amendment are on file and available during regular business hours in the Office of the Town Clerk and will be available at the Deliberative Session and the polls.

Article 03: Operating Budget

To see if the Town will vote to raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by the first session, for the purposes set forth therein, the sum of \$4,909,537 which represents \$4,179,840 for the Town operating budget, \$414,520 for the Water Fund operating budget and \$315,177 for the Sewer Fund operating budget.

Should this article be defeated, the default operating budget shall be \$4,602,568 which is the same as last year's budget*, with certain adjustments required by previous action of the Town or by law, or the governing body may hold one special meeting in accordance with RSA 40:13 X and XVI to take up the issue of a revised operating budget only.

*The default budget represents \$3,890,928 for the Town operating budget, \$402,593 for the Water Fund operating budget, and \$309,047 for the Sewer Fund operating budget.

NOTE: This warrant article (operating budgets) does not include appropriations in ANY other warrant article.

The Selectboard recommends this appropriation.

The Finance Committee recommends this appropriation.

Article 04: Real Estate Reappraisal C/R

To see if the Town will vote, to raise and appropriate the sum of \$25,000 to be placed in the Real Estate Reappraisal Capital Reserve Fund established under Article 6 at the 2011 Annual Town Meeting for the purpose of a reappraisal of all real estate in the town as required by law every 5 years.

The Selectboard recommends this appropriation.

The Finance Committee recommends this appropriation.

Article 05: Highway Heavy Equip C/R

To see if the Town will vote, by special warrant article, to raise and appropriate the sum of \$25,000 to be placed in the Highway Heavy Equipment Capital Reserve Fund established under Article 7 at the 2011 Annual Town Meeting.

The Selectboard recommends this appropriation.

The Finance Committee recommends this appropriation.

Article 06: Library Masonry

To see if the Town will vote, by special warrant article, to raise and appropriate the sum of \$25,000 to be placed in the Silsby Library/Municipal Building Masonry Restoration and Preservation Capital Reserve Fund established under Article 8 at the 2012 Annual Town Meeting.

The Selectboard recommends this appropriation.

The Finance Committee recommends this appropriation.

Article 07: add to Emergency Service Communications CRF

To see if the Town will vote to raise and appropriate the sum of \$3,000 to be added to the Emergency Services Communications Capital Reserve Fund previously established.

The Selectboard Recommends this appropriation.

The Finance Committee recommends this appropriation.

Article 08: Beautification

To see if the Town will vote, by special warrant article, to raise and appropriate the sum of \$3,500 for the use of the Charlestown Beautification Coalition to maintain the floral baskets, tubs and gardens in the growing season and green wreathes and red bows on the decorative light poles in the winter on Main Street.

The Selectboard recommends this appropriation.

The Finance Committee recommends this appropriation.

Article 09: Cemetery Bank Stabilization

To see if the Town will vote, by special warrant article, to raise and appropriate the sum of \$7,500 for bank stabilization work in the Forest Hill Cemetery.

The Selectboard recommends this appropriation.

The Finance Committee recommends this appropriation.

Article 10: Lot Line Adjustment

To see if the Town will vote to authorize the Selectboard to convey 0.26 acres of Town owned land on the westerly side of the road into the Pine Crest Cemetery to Donald J. & Patricia G. Chabot in exchange for 0.09 acres, in a boundary line adjustment to correct the boundary between the Twin Maples Park and said Pine Crest Cemetery. Said boundary line adjustment is shown on a survey prepared by Patrick Dombroski, LLS, dated October 14, 2015 and revised through May 17, 2016 which plan was approved by the Charlestown Planning Board on November 1, 2016 and is recorded in the Sullivan Registry of Deeds at Drawer 5, Number 112.

The Selectboard recommends this article.

Article 11: Conservation Commission

Shall the Town vote to adopt the provisions of RSA 36-A:4-a, I(b) to authorize the conservation commission to expend funds for contributions to 'qualified organizations' for the purchase of property interests, or facilitating transactions related thereto, where the property interest is to be held by the qualified organization and the town will retain no interest in the property?

The Selectboard recommends this article.

Article 12: Separate the Town Clerk/Tax Collector Position

To see if the Town will vote to separate the Town Clerk to be an elected position and to have the Tax Collector be an appointed position (RSA 669:17 and RSA 41:2). Per RSA 41:45-a, if approved one individual will hold the combined elective office for a term of one year, as determined by the warrant article, beginning with the next annual meeting following the vote. (By Petition)

Article 13: Charlestown Medical Building Deed

To see if the Town will approve and authorize the Selectboard to amend the terms of the Quitclaim Deed given by the Town of Charlestown to the Charlestown Medical Building Association dated April 1, 2015 and recorded at Book 941, Page 0588 regarding the Charlestown Medical Building at 33 Arbor Way (Map 118, Lot 179) in order to remove the restrictions in the deed preventing the sale of the property by the Association and requiring that the property be used only for the provision of medical services; nevertheless, the amendment will include the condition that the sale price of the property shall be fair market value and that the proceeds from the sale of the property, after payment of the Association's expenses or debts, shall be paid over to the Town of Charlestown to be used for the benefit of the community of Charlestown.

The Selectboard recommends this article.

Article 14: Modify Disabled Exemption

Shall the town modify the provisions of RSA 72:37-b, Exemption for the Disabled from property tax, based on assessed value for qualified taxpayers to be \$50,000. To qualify the person must have been a New Hampshire resident for at least 5 years, own the real estate individually or jointly, or if the real estate is owned by such person's spouse, they must have been married for at least 5 consecutive years. In addition the taxpayer must have a net income of not more than \$25,000 or if married, a combined net income of not more than \$35,000, and own net assets not in excess of 50,000 excluding the value of the person's residence. (Majority vote required)

Article 15: Modify Elderly Exemption

Shall the town modify the provisions of RSA 72:39-a for elderly exemption from property tax in the Town of Charlestown, based on assessed value, for qualified taxpayers, to be as follows: for a person 65 years of age up to 75 years, \$20,000; for a person 75 years of age up to 80 years, \$30,000; for a person 80 years of age or older

\$40,000. To qualify, the person must have been a New Hampshire resident for at least 3 consecutive years, own the real estate individually or jointly, or if the real estate is owned by such person's spouse, they must have been married to each other for at least 5 consecutive years. In addition, the taxpayer must have a net income of not more than \$25,000 or, if married, a combined net income of less than \$35,000; and own net assets not in excess of \$50,000 excluding the value of the person's residence. (Majority vote required)

Article 16: Mitigation fund

Resolved, that the Town of Charlestown, at the Town Meeting Deliberative Session on February 7, 2017, was presented with information on the erosion on the Connecticut River. If it is shown that there is a causal relationship between the operation of the Bellows Falls Dam by the TransCanada Corporation or subsequent owners resulting in deterioration of the riverbank and attendant roads and farmland, it is recommended that the Town of Charlestown formally request that TransCanada or subsequent owners modify current dam operations and create a mitigation fund to reimburse towns and landowners for any and all damages.

The Selectboard recommends this article.

Article 17: All Other Business

To transact any other business that may legally come before the meeting.

BUDGET FOR 2017

	BUDGET 2016	ACTUAL 2016	BUDGET 2017
<u>GENERAL GOVERNMENT</u>			
Executive	103,853	103,754	163,067
Election Reg. & Vital	14,304	12,998	4,432
Financial Administration	338,403	327,828	335,017
Revaluation of Property	-		
Legal Expense	30,000	36,897	30,000
Planning & Zoning	57,127	56,117	65,253
General Government Buildings	183,491	170,767	216,704
Cemeteries	70,009	63,569	77,583
Insurance	59,536	59,536	63,361
Advertising & Reg. Assoc	15,973	14,181	14,509
Total General Government	872,696	845,647	969,926
<u>PUBLIC SAFETY</u>			
Police Department	737,592	722,698	871,869
Ambulance	89,918	73,819	112,743
Fire Department	126,529	121,001	123,907
Building Inspection	11,190	8,843	10,240
Emergency Management	450	369	450
Total Public Safety	965,679	926,730	1,119,209
<u>PUBLIC WORKS</u>			
Highways & Streets	1,219,251	1,116,901	1,253,102
Street Lighting	38,000	34,678	35,000
Trees	1,800	898	1,800
Solid Waste Disposal	235,640	213,655	293,418
Total Public Works	1,494,691	1,366,132	1,583,320
<u>HEALTH & WELFARE</u>			
Pest Control	800	10	800
Health Agencies	63,497	48,416	63,783
Administration & Direct Assist	53,975	20,289	44,052
Total Health & Welfare	118,272	68,715	108,635
<u>CULTURE & RECREATION</u>			
Recreation	69,488	55,695	64,694
Library	137,640	120,450	138,174
Heritage Commission	3,000	3,000	3,000
Total Culture & Recreation	210,128	179,145	205,868
<u>CONSERVATION</u>	900	900	1,200
<u>DEBT SERVICE</u>	10,500	12,264	12,500
<u>CAPITAL EXPENDITURES</u>	430,182	369,029	179,182
<u>TOWN BUDGET</u>	4,103,048	3,768,562	4,179,840
<u>ARTICLES RECOMMENDED</u>	164,800	171,865	89,000
<u>SEWER</u>	354,377	350,139	315,177
<u>WATER</u>	449,713	441,205	414,520
<u>TOTAL of 3 FUNDS</u>	\$ 5,071,938	\$ 4,731,771	\$ 4,998,537

BUDGET FOR 2017

	BUDGET 2016	ACTUAL 2016	BUDGET 2017
<u>SOURCES OF REVENUE</u>			
<u>TAXES</u>			
Land Use Change Taxes	10,000	10,260	5,000
Timber Taxes	10,000	14,592	10,000
Payment in Lieu of Taxes	12,000	-	24,300
Interest & Penalties on Delinquent Taxes	175,000	174,711	175,000
Excavation Tax	1,600	1,649	1,600
<u>LICENSES, PERMITS & FEES</u>			
Business Licenses & Permits	900	800	900
Motor Vehicle Permit Fees	750,000	785,752	775,000
Building Permits	6,500	7,826	6,500
Other Licenses, Permits & Fees	9,600	9,683	9,600
From Federal Government	-	-	-
<u>FROM STATE</u>			
Shared Revenues	-	-	-
Meals & Rooms Tax Distribution	246,000	245,975	246,000
Highway Block Grant	140,000	145,965	154,000
State/Federal Forest Land Reimbursement	800	1,032	1,000
Other (Including RR Tax)	15,000	17,500	15,000
<u>CHARGES FOR SERVICES</u>			
Income from Departments	277,000	262,560	300,000
Other Charges	-	-	-
<u>MISCELLANEOUS REVENUES</u>			
Sale of Municipal Property	-	11,758	-
Interest on Investments	-	882	-
Other - Rent	-	2,260	-
<u>INTERFUND OPERATING TRANSFERS IN</u>			
Sewer	354,377	362,922	315,177
Water	449,713	359,471	414,520
Special Revenue Funds	-	-	-
From Capital Reserve Funds	51,800	115,698	25,000
Trust & Fiduciary Funds	14,000	15,698	14,000
<u>OTHER FINANCING SOURCES</u>			
Produced from Long Term Bonds & Notes	-	-	-
Voted from F/B	-	280,741	-
Fund Balance (Surplus)	-	434,738	-
<u>TOTAL REVENUE & CREDITS</u>	<u>\$ 2,524,290</u>	<u>\$ 2,827,735</u>	<u>\$ 2,492,597</u>

DEPARTMENT OF REVENUE ADMINISTRATION
2016 TAX RATE CALCULATION

Town Portion

Gross Appropriations	\$ 5,066,438	
Less: Revenues	2,501,269	
Less: Shared Revenues	280,741	
Add: Overlay	29,425	
War Service Credits	150,500	
Approved Town Tax Effort	\$ 2,464,353	
Municipal Tax Rate		8.78

School Portion

Regional School Apportionment	\$ 11,378,240	
Less: Adequate Education Grant	4,826,265	
Less: State Education Taxes	631,872	
Approved School (s) Tax Effort	\$ 5,920,103	
Local Education Tax Rate		21.09
Equalized Valuation Tax Rate	2.49	
Equalized Valuation (no utilities)	\$ 252,971,512	
	\$252,971,512	
Divided by Local Assessed Valuation (no utilities)		
	\$253,603,384	
State School Rate		2.49

County Portion

Due to County	\$ 756,057	
Less: Shared Revenues	-	
Approved County Tax Effort	\$ 756,057	
County Tax Rate		2.69
Combined Tax Rate		\$ 35.05

Total Property Taxes Assessed	\$ 9,772,385
Less: War Service Credits	150,500
Total Property Tax Commitment	\$ 9,621,885

Proof of Rate

<u>Net Assessed Valuation</u>		<u>Tax Rate</u>	<u>Assessment</u>
State Education Tax	253,603,384	2.49	631,872
All Other Taxes	280,740,584	32.56	9,140,513
			\$ 9,772,385

2016 SUMMARY INVENTORY (MS-1)

LAND BUILDINGS	ACRES	ASSESSED VALUATION	TOTAL TAXABLE
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Value of Land Only

A. Current Use	14,413	\$ 1,301,984	
B. Conservation Restriction As-	-	-	
C. Historic Barns	0.3	300	
D. Residential Land	3,731	46,174,678	
E. Commercial/Industrial	1,146	5,427,822	
F. Total of Taxable Land	19,290		\$ 52,904,784
G. Tax Exempt & Non-taxable	2,696		5,503,832

Value of Buildings Only

A. Residential		\$ 146,075,418	
B. Manufactured Housing		21,693,700	
C. Commercial/Industrial		33,497,782	
D. Historic Barns	6	40,100	
E. Total of Taxable Buildings			\$ 201,307,000
F. Tax Exempt & Non-taxable			22,876,600

Public Utilities - Electric	\$ 27,137,200
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Valuation before Exemptions	NUMBER	\$ 281,348,984
-----------------------------	--------	----------------

Blind Exemption	1	\$ 15,000	
Elderly Exemption	26	528,500	
Totally & Permanently Disabled Ex.	8	64,900	
Total Dollar Amount of Exemptions		\$ 608,400	

Net Valuation on which Tax Rate for Municipal, County and Local Education	\$ 280,740,584
--	----------------

Less Public Utilities	\$ 27,137,200
-----------------------	---------------

Net Valuation on which Tax Rate for State Education Tax is Computed	\$ 253,603,384
--	----------------



**ABSENTEE
OFFICIAL BALLOT
ANNUAL TOWN ELECTION
CHARLESTOWN, NEW HAMPSHIRE
MARCH 8, 2016**

BALLOT 1 OF 2

Kelly J. Stoddart
TOWN CLERK

INSTRUCTIONS TO VOTERS

- A. TO VOTE, completely fill in the OVAL to the RIGHT of your choice(s) like this: ☒
- B. Follow directions as to the number of candidates to be marked for each office.
- C. To vote for a person whose name is not printed on the ballot, write the candidate's name on the line provided and completely fill in the OVAL.

SELECTBOARD MEMBER

For Three Years Vote for not more than One

BRENDA FERLAND 373 ☐

TOM COBB 737 ☒

☐

(Write-in) ☐

**TOWN CLERK/
TAX COLLECTOR**

For One Year Vote for not more than One

KELLY J. STODDART 653 ☒

PATRICIA CHAFFEE 475 ☐

☐

(Write-in) ☐

**SUPERVISOR OF
THE CHECKLIST**

For Six Years Vote for not more than One

NANCY HOUGHTON 989 ☒

☐

(Write-in) ☐

TRUSTEE OF TRUST FUNDS

For Three Years Vote for not more than One

WILLIAM M. SULLIVAN 929 ☒

☐

(Write-in) ☐

LIBRARY TRUSTEE

For Three Years Vote for not more than Three

MAUREEN J. SPILLSBURY 735 ☒

DIANA BUSHWAY 785 ☒

Mary Holmes 11 ☐

(Write-in) ☐

(Write-in) ☐

(Write-in) ☐

CEMETERY TRUSTEE

For Three Years Vote for not more than One

DOUGLAS A. NEILL 877 ☒

☐

(Write-in) ☐

PLANNING BOARD

For Three Years Vote for not more than Two

DOUGLAS A. NEILL 680 ☒

RICHARD LINCOURT 706 ☒

Doug Ring 59 ☐

(Write-in) ☐

(Write-in) ☐

FINANCE COMMITTEE

For Three Years Vote for not more than Three

ROGER THIBODEAU 736 ☒

NANCY HOUGHTON 781 ☒

PATRICIA CHAFFEE 722 ☒

Bob Davis 10 ☐

(Write-in) ☐

(Write-in) ☐

(Write-in) ☐

ARTICLES

Article 02: Amend Zoning Ordinance

"Shall the town vote to adopt an amendment to the existing town Zoning Ordinance as proposed by the planning board: It would add provisions prohibiting any use which could cause any undue hazard to health, safety or property values or which is potentially detrimental to the public because of noise, vibration, dust, particulate matter, radiation, excessive traffic, unsanitary conditions, noxious odor, smoke or other similar reasons?" Copies of the full text of the proposed amendment are on file and available for public inspection during regular business hours in the Office of the Town Clerk and will be available at the Deliberative Session and at the polls.

687
YES ☒
NO ☐
379

Article 03: Drinking Water Protection

"Shall the town vote to adopt an amendment to the existing town Drinking Water Protection District Ordinance?" It would expand the Drinking Water Protection District to protect the new Bull Run Well #2 and make a number of currently prohibited uses in the District allowable by conditional use permit. Copies of the full text of the proposed amendment are on file and available for public inspection during regular business hours in the Office of the Town Clerk and will be available at the Deliberative Session and at the polls.

862
YES ☒
NO ☐
200

TURN BALLOT OVER AND CONTINUE VOTING

ARTICLES CONTINUED

Article 04: Budget

"Shall the town vote to raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by the first session, for the purposes set forth therein, the sum of \$4,901,638 which represents \$4,097,548 for the Town operating budget, \$449,713 for the Water Fund operating budget and \$354,377 for the Sewer Fund operating budget?"

Should this article be defeated, the default operating budget shall be \$4,757,925 which is the same as last year's budget*, with certain adjustments required by previous action of the Town or by law, or the governing body may hold one special meeting in accordance with RSA 40:13 X and XVI to take up the issue of a revised budget only.

*The default budget represents \$3,902,306 for the Town operating budget, \$507,018 for the Water Fund operating budget, and \$348,601 for the Sewer Fund operating budget.

NOTE: This warrant article (operating budgets) does not include appropriations in ANY other warrant article.

The Selectboard recommends this appropriation.

The Finance Committee recommends this appropriation.

633

YES ☒

NO ☐

448

Article 05: Reappraisal C/R Withdrawal

"Shall the town vote to appropriate, the sum of \$51,800 for the purpose of conducting a statistical update reappraisal of all real estate in the Town for the 2016 tax year (5 years after the last one) and to authorize the withdrawal of the \$51,800 from the Real Estate Reappraisal Capital Reserve Fund established under Article 6 at the 2011 Annual Town Meeting for the purpose?" **No part of this appropriation is to be raised by general taxation.** (Majority vote required.)

The Selectboard recommends this appropriation.

The Finance Committee recommends this appropriation.

665

YES ☒

NO ☐

409

Article 06: Front loader

"Shall the town vote to authorize the Selectboard to enter into a 10 year lease-purchase agreement for the acquisition of a new front-end loader for the Highway Department at a total cost of \$199,000 less the \$16,000 trade-in value of the current loader, making the actual cost to the Town the amount of \$183,000? And further to raise and appropriate the sum of \$22,000 as the first year's payment of principal and interest toward said lease-purchase. Future annual payments in years 2-10 would continue to be \$22,000?" The lease-purchase agreement shall contain a non-appropriation or "escape" clause providing that should the scheduled lease payment not be appropriated in future years, the equipment will be returned to the lessor with no further obligations or liabilities on behalf of the Town. (Majority vote required.)

The Selectboard recommends this appropriation.

The Finance Committee recommends this appropriation.

592

YES ☒

NO ☐

483

Article 07: Jaws-of-life

"Shall the town vote, to raise and appropriate the sum of \$25,000 for the purchase of a "Jaws-of-Life" apparatus for the use of the Fire Department?"

The Selectboard recommends this appropriation.

The Finance Committee recommends this appropriation.

857

YES ☒

NO ☐

234

Article 08: Real Estate Reappraisal C/R

"Shall the town vote, to raise and appropriate the sum of \$25,000 to be placed in the Real Estate Reappraisal Capital Reserve Fund established under Article 6 at the 2011 Annual Town Meeting for the purpose of a reappraisal of all real estate in the town as required by law every 5 years?"

The Selectboard recommends this appropriation.

The Finance Committee recommends this appropriation.

588

YES ☒

NO ☐

488

Article 09: Highway Heavy Equip C/R

"Shall the town vote, to raise and appropriate the sum of \$5,000 to be placed in the Highway Heavy Equipment Capital Reserve Fund established under Article 7 at the 2011 Annual Town Meeting?"

The Selectboard recommends this appropriation.

The Finance Committee recommends this appropriation.

712

YES ☒

NO ☐

370

Article 10: Silsby Library/Municipal Building C/R

"Shall the town vote, to raise and appropriate the sum of \$25,000 to be placed in the Silsby Library/Municipal Building Masonry Restoration and Preservation Capital Reserve Fund established under Article 8 at the 2012 Annual Town Meeting?"

The Selectboard recommends this appropriation.

The Finance Committee recommends this appropriation.

730

YES ☒

NO ☐

354

GO TO NEXT BALLOT AND CONTINUE VOTING



**ABSENTEE
OFFICIAL BALLOT
ANNUAL TOWN ELECTION
CHARLESTOWN, NEW HAMPSHIRE
MARCH 8, 2016**

BALLOT 2 OF 2

Kelly F. Stoddard
TOWN CLERK

ARTICLES CONTINUED

Article 11: Emergency Communications Improvements C/R

"Shall the town vote, to establish a Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of acquiring, replacing or repairing emergency services communications equipment or improvements and to raise and appropriate the sum of \$3,000 to be placed in said fund, and further to authorize the Selectboard to act as agent to carry out such purpose and to expend monies from such fund without further authorization of the Town Meeting?"

The Selectboard recommends this appropriation.

The Finance Committee recommends this appropriation.

817

YES ☒

NO ☐

299

Article 12: Beautification Coalition

"Shall the town vote, to raise and appropriate the sum of \$3,000 for the use of the Charlestown Beautification Coalition to maintain the floral baskets, tubs and gardens in the growing season and green wreathes and red bows on the decorative light poles in the winter on Main Street?"

The Selectboard recommends this appropriation.

The Finance Committee recommends this appropriation.

737

YES ☒

NO ☐

373

Article 13: Fort at #4

"Shall the town vote to raise and appropriate the sum of Five Thousand Dollars (\$5,000) for the support of the Fort at #4?" (By Petition)

The Selectboard recommends this appropriation.

The Finance Committee recommends this appropriation.

768

YES ☒

NO ☐

339

Article 14: Increase Veteran's Tax Credit

"Shall the town vote to increase the Optional Veterans Tax Credit from the current \$400 to \$500 pursuant to the provisions of RSA 72:28?"

The Selectboard recommends this appropriation.

The Finance Committee recommends this appropriation.

925

YES ☒

NO ☐

179

Article 15: Polling place

"Shall the town vote to adopt an ordinance under RSA 31:41-c in order to protect the safety, welfare and rights of voters at any election held for any purpose in the Town that prohibits electioneering within a corridor that is 10 feet wide and within 50 feet from the entrance to the polling place with the following terms: a) "electioneering" shall mean any action in any way specifically designed to influence the vote of a voter on any question or office; b) this prohibition shall not extend to the display of printed written matter attached to any legally parked motor vehicle, nor shall such prohibition extend to activities conducted wholly on private property so as not to interfere with people approaching or entering a polling place; and c) failure to conform to this ordinance shall constitute a violation with such penalties as authorized by law?" A copy of this ordinance, if adopted, shall be posted at each polling place at least 72 hours in advance of any town election.

720

YES ☒

NO ☐

355

Article 16: 233 Main Street

"Shall the town vote to direct the Selectboard to approve and execute the first formulated plan, collaborated by the Town Clerk/Tax Collector and Selectboard together, for the use of the Town Clerk/Tax Collector's Office at 233 Main Street, with no less than 830 square feet to be allocated to the Town Clerk/Tax Collector's Office which includes bullet proofing and ADA compliance, to be moving forward by May 2, 2016?" (By Petition)

The Selectboard does not recommend this article.

542

YES ☐

NO ☒

545

Article 17: All other Business

To transact any other business that may legally come before the meeting.

746

YES ☒

NO ☐

235

YOU HAVE NOW COMPLETED VOTING

BALANCE SHEET

GENERAL FUND
as of December 31, 2016

	<u>Beginning of Year</u>	<u>* End of Year</u>
<u>Current Assets</u>		
Cash and equivalents	\$ 1,913,775	\$ 1,999,247
Investments	155,333	151,477
Taxes receivable	1,503,850	1,359,436
Accounts receivable	33,330	37,127
Intergovernmental receivable	11,784	12,759
Interfund receivable	309,164	625,611
Total Assets	<u>\$ 3,927,236</u>	<u>\$ 4,185,657</u>
<u>Current Liabilities</u>		
Accounts payable	\$ 6,846	40,340
Accrued salaries and benefits	51,797	46,902
Intergovernmental-payable	2,685,844	1,611,418
Interfund-payable	2,176	86,121
Total Liabilities	\$ 2,746,663	\$ 1,784,781
<u>Deferred Inflows of Resources</u>		
Unavailable revenue - Property taxes	\$ 1,159,398	1,485,809
<u>Fund Balance</u>		
Nonspendable	11,784	-
Restricted	41,279	17,490
Committed	318,938	280,741
Assigned	78,882	182,099
Unassigned	(429,708)	434,738
Total Fund Balances	\$ 21,175	\$ 915,068
Total Liabilities & Fund Balance	<u>\$ 3,927,236</u>	<u>\$ 4,185,657</u>

* These figures subject to audit

COMPARATIVE STATEMENT OF APPROPRIATIONS & EXPENDITURES

Fiscal Year Ending December 31, 2016

Appropriation Title	Approp Amount	Receipts & Reimbs.	Total Amount Available	Expenses	Unexp'n'd Balance	Overdraft
Executive	\$ 103,853		\$ 103,853	\$ 103,754	99	
Elect/Regis/Vital Recs.	14,304		14,304	12,998	1,306	
Financial Administration	338,403		338,403	327,828	10,575	
Legal	30,000		30,000	26,897	3,103	
Planning & Zoning	57,127		57,127	56,177	950	
General Gov't Buildings	183,491		183,491	170,767	12,724	
Cemeteries	70,009		70,009	63,569	6,440	
Insurance	59,536		59,536	59,536		
Regional Associations	15,973		15,973	14,181	1,792	
Police	737,592	343	737,935	722,698	15,237	
Ambulance	89,918		89,918	73,819	16,099	
Fire	126,529		126,529	121,001	5,528	
Code Enforcement	11,190		11,190	8,843	2,347	
Emergency Management	450		450	369	81	
Highways & Bridges	1,219,251	8,269	1,227,520	1,067,967	159,553	
Street Lights	38,000		38,000	34,678	3,322	
Tree Maintenance	1,800		1,800	898	902	
Transfer Station	235,640	495	236,135	213,655	22,480	
Pest Control	800		800	10	790	
Health Agencies	63,497		63,497	48,416	15,081	
General Assistance	53,975		53,975	20,289	33,686	
Parks & Recreation	69,488		69,488	55,695	13,793	
Library	137,640		137,640	120,450	17,190	
Heritage Commission	3,000		3,000	3,000	-	
Conservation Commission	900		900	900		
Debt/Principal/Interest	10,500		10,500	12,264		(1,764)
Capital	430,182		430,182	369,029	61,153	
Sub-total	\$ 4,103,048	\$ 9,106	\$ 4,112,154	\$ 3,709,688	\$ 404,230	\$ (1,764)
Articles	\$ 164,000	\$ -	\$ 164,000	\$ 171,865		(7,865)
TOTAL GENERAL FUND	\$ 4,267,048	\$ 9,106	\$ 4,276,154	\$ 3,881,553	\$ 404,230	\$ (9,629)
Water Fund	\$ 449,713	\$ -	\$ 449,713	\$ 430,391	\$ 19,322	-
Wastewater Fund	\$ 354,377	\$ -	\$ 354,377	\$ 328,510	\$ 25,867	-
Consolidated Funds	\$ 5,071,138	\$ 9,106	\$ 5,080,244	\$ 4,640,454	\$ 449,419	\$ (9,629)
Net Unexpended	\$ 439,790					



New Hampshire
Department of
Revenue Administration

MS-61

Debits

Uncollected Taxes Beginning of Year	Account	Levy for Year of this Report	Prior Levies (Please Specify Years)		
			Year: 2015	Year: 2014	Year: 2013
Property Taxes	3110		\$895,212.05	(\$20.00)	(\$166.66)
Resident Taxes	3180				
Land Use Change Taxes	3120		\$10,000.00		
Yield Taxes	3185		\$764.82		
Excavation Tax	3187				
Other Taxes	3189		\$123,271.05	\$280.40	\$166.66
Property Tax Credit Balance ?		(\$1,631.66)			
Other Tax or Charges Credit Balance ?		(\$1,423.97)			

Taxes Committed This Year	Account	Levy for Year of this Report	Prior Levies	
			2015	
Property Taxes	3110	\$9,635,602.65	(\$1.33)	
Resident Taxes	3180			
Land Use Change Taxes	3120	\$3,000.00		
Yield Taxes	3185	\$29,726.03		
Excavation Tax	3187	\$1,831.62		
Other Taxes	3189	\$763,180.39		
- Other Charges		\$42.25	\$2,251.00	
- Adjustment		\$85.06		
Add Line				

Overpayment Refunds	Account	Levy for Year of this Report	Prior Levies		
			2015	2014	2013
Property Taxes	3110	\$14,604.02			
Resident Taxes	3180				
Land Use Change Taxes	3120				
Yield Taxes	3185				
Excavation Tax	3187				
- Utilities	#3110	\$487.30			
Add Line					
Interest and Penalties on Delinquent Taxes	3190	\$10,180.49	\$45,960.14	\$40.15	
Interest and Penalties on Resident Taxes	3190	\$9,389.00			

Total Debits

\$10,465,073.18

\$1,077,457.73

\$300.55



New Hampshire
Department of
Revenue Administration

MS-61

Credits



Remitted to Treasurer	Levy for Year of this Report	Prior Levies		
		2015	2014	2013
Property Taxes	\$8,774,291.77	\$491,169.65		
Resident Taxes				
Land Use Change Taxes	\$3,000.00			
Yield Taxes	\$28,827.14	\$764.82		
Interest (Include Lien Conversion)	\$5,878.80	\$45,961.97	\$40.15	
Penalties	\$2,612.10	\$830.00		
Excavation Tax	\$1,098.02			
Other Taxes	\$590,961.37	\$76,757.26	\$280.40	
Conversion to Lien (Principal Only)	\$9,389.00	\$461,013.85		
- Other	\$42.25	\$2,243.75		
- Property Credit	\$10,195.76			
- Utility Credit	\$1,911.27			
Add Line				
Discounts Allowed				

Abatements Made	Levy for Year of this Report	Prior Levies		
		2015	2014	2013
Property Taxes	\$1,712.53	\$629.80		
Resident Taxes				
Land Use Change Taxes				
Yield Taxes				
Excavation Tax				
Other Taxes	\$35,035.86	\$697.50		
- Interest	\$3.67			
Add Line				
Current Levy Deeded				



New Hampshire
Department of
Revenue Administration

MS-61

Uncollected Taxes - End of Year # 1080	Levy for Year of this Report	Prior Levies		
		2015	2014	2013
Property Taxes	\$862,374.95	(\$2,639.04)	(\$20.00)	(\$166.66)
Resident Taxes				
Land Use Change Taxes				
Yield Taxes	\$898.89			
Excavation Tax	\$733.60			
Other Taxes	\$137,530.17	\$28.17		\$166.66
Property Tax Credit Balance 				
Other Tax or Charges Credit Balance 	(\$1,423.97)			
Total Credits		\$10,465,073.18	\$1,077,457.73	\$300.55



New Hampshire
Department of
Revenue Administration

MS-61

Summary of Debits

	Last Year's Levy	Prior Levies (Please Specify Years)		
		Year: 2014	Year: 2013	Year: 2012..
Unredeemed Liens Balance - Beginning of Year		\$357,596.72	\$239,066.53	\$64,659.27
Liens Executed During Fiscal Year	\$498,407.94		(\$38.96)	\$38.96
Interest & Costs Collected (After Lien Execution)	\$11,534.48	\$39,772.40	\$81,615.84	\$19,059.50
-				
Add Line				
Total Debits	\$509,942.42	\$397,369.12	\$320,643.41	\$83,757.73

Summary of Credits

	Last Year's Levy	Prior Levies		
		2014	2013	2012..
Redemptions	\$168,398.35	\$150,020.21	\$189,330.92	\$28,836.15
-				
Add Line				
Interest & Costs Collected (After Lien Execution) #3190	\$11,491.51	\$39,772.40	\$81,615.84	\$19,059.50
- adjustment Interest		(\$78.06)	(\$838.53)	\$965.32
Add Line				
Abatements of Unredeemed Liens	\$1,124.55			\$85.41
Liens Deeded to Municipality				
Unredeemed Liens Balance - End of Year #1110	\$328,928.01	\$207,654.57	\$50,535.18	\$34,811.35
Total Credits	\$509,942.42	\$397,369.12	\$320,643.41	\$83,757.73

ABATEMENTS OF TAX COLLECTOR

January 1, 2016 - December 31, 2016

REAL ESTATE

Bacon, Romaine	\$1,615.81
Blake Trustee	97.06

Total Abatements for 2016 Levy **\$1,712.87**

Bacon, Romaine	\$629.80
Blake Trustee	42.97
Ferland, Donald	1,081.58

Total Abatements for 2015 Levy **\$1,754.35**

Owner Unknown	\$85.41
---------------	---------

Total Abatements for 2007 Levy **\$85.41**

WATER

Blake Trusee	\$55.42
Carroll Concrete Co.	5,618.45
Dickel Jr., Robert	2,933.30
Kinrade, Judith	50.00
McMann, Dawn	1,230.00
Rogers, Timothy & Melissa	5,508.50
Runnels, Elijah	62.40
Whelen Engineering Co.	113.33

Total Abatements for 2016 **\$15,571.40**

SEWER

Dickel Jr., Robert	\$5,867.80
Kinrade, Judith	55.00
McMann, Dawn	2,461.21
Rogers, Timothy & Melissa	11,018.20
Runnels, Elijah	64.8

Total Abatements for 2016 Levy **\$19,467.01**

Duford, Fay	\$697.50
-------------	----------

Total Abatements for 2015 Levy **\$697.50**

Total **\$39,288.54**

ABATEMENTS OF SELECTMEN'S OFFICE

January 1, 2016 - December 31, 2016

REAL ESTATE

Bacon, Romaine	\$	972.01
Poisson, Virginia (Buckley & Zopf)		1,711.17
Blake, Robin & Lynne, Trustees - New Day Trust		97.06
Blake, Robin & Lynne, Trustees - New Day Trust		42.97
Bacon, Romaine		643.80
Halbach, Andrew & Kelley		4,588.37
Smith, David & Teresa		665.61
Allard, Jason, Kelly & Kimberly		1,747.50
Rogers, Scott & Lisa		474.50

WATER

Kinrade, Judith		105.00
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Total Abatement for 2016	\$	11,047.99
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TOWN CLERK REPORT
JANUARY 1, 2016 - DECEMBER 31, 2016

MOTOR VEHICLES

Registrations/Titles/Fees	827,961.42
	<u>\$827,961.42</u>

DOGS

State Fees	2,384.00
Town Fees	4,875.20
Town Fines	2,580.00
	<u>\$9,839.20</u>

MARRIAGE

State Fees	989.00
Town Fees	161.00
	<u>\$1,150.00</u>

VITAL RECORDS

State Fees	1,110.00
Town Fees	990.00
	<u>\$2,100.00</u>

FILING FEES

UCC/ Misc. Filings	801.00
	<u>\$801.00</u>

REMITTED TO TREASURER	\$841,851.62
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TREASURER'S REPORT

GENERAL FUND

Beginning Balance 1/1/2016 \$1,768,109.06

Receipts:

Tax Collector's Office	\$10,471,779.46	
Water Rents & Int Collected by Tax Collector	359,470.75 *	
Sewer Rents & Int Collected by Tax Collector	<u>362,922.25 *</u>	
Total Funds Collected by Tax Collector	\$11,194,172.46	11,194,172.46
Town Clerk's Office		845,624.80
Selectboard's Office		<u>3,329,379.05</u>
Total Income		\$15,369,176.31

Expenses:

Payment to Sullivan County	-\$756,057.00	
Payments to FMRSD	-6,475,246.95	
Town Payables	-6,672,633.51	
Payroll	<u>-1,123,153.72</u>	
Total Expenses	-\$15,027,091.18	<u>-15,027,091.18</u>
		\$2,110,194.19

Ending Balance 12/31/2016

WATER DEPARTMENT MONEY MARKET ACCOUNT

Beginning Balance 1/1/2016 \$33,851.09

Receipts:

Rents & Interest	\$18,266.14	
Credit Memos	\$247.42	
Water On/Off/Hookups	6080.52	
Miscellaneous	4093.92	
Bank Interest	<u>19.19</u>	
Total Income	\$28,707.19	28,707.19

Transfers to General Fund to Pay Expenses	-\$18,209.88	<u>-18,209.88</u>
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Ending Balance 12/31/2016 \$44,348.40

SEWER DEPARTMENT MONEY MARKET ACCOUNT

Beginning Balance 1/1/2016 \$53,739.21

Receipts:

Rents, Interest & Credit Memos	\$22,263.27	
Hookups	220.00	
Dumping	840.00	
Interest	<u>44.45</u>	
Total Income	\$23,367.72	23,267.72

Transfers to General Fund to Pay Expenses	-\$22,091.92	<u>-22,091.92</u>
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Ending Balance 12/31/2016 \$55,015.01

* These funds were deposited into the General Fund then used to pay water/sewer expenses

TREASURER'S REPORT

ACCOUNTS HELD BY THE TREASURER

Charlestown Heritage Commission	\$2,865.08
Charlestown Recreation Special Revenue Account	\$4,688.15
Charlestown Recreation Special Championship Account	\$11,517.81
Conservation Commission Money Market Account	\$74,796.83
Conservation Commission Certificate of Deposit	\$14,027.48
Old Home Day Association Checking Account	\$1,659.41
Old Home Day Association Certificate of Deposit	\$18,000.00
Town of Charlestown Reclamation Bond Certificate of Deposit	\$2,278.68
Charlestown Police Gun Permit Account	\$378.42

TREASURER'S NOTE:

At times throughout the year, we need to borrow to fulfill our financial obligations in anticipation of tax monies. During 2016, we borrowed \$2,400,000 and were able to pay the note in full by December 31, 2016.

The County payment and the FMRSD payments are non negotiable and need to be paid by the due date.

2016 DETAILED STATEMENT OF EXPENDITURES

GENERAL GOVERNMENT

EXECUTIVE OFFICE

Selectmen - Clerk/Receptionist Full Time	12,707.00
Selectmen - Secretary P/T	6,803.09
Selectmen - Salaries - Selectboard	13,500.00
Selectmen - Health/Disability Insurance	4,184.12
Selectmen - FICA/Medicare	2,475.31
Selectmen - NH Retirement System	1,419.37
Selectmen - Unemployment/Workers' Comp	375.12
Selectmen - Dental Insurance	-
Selectmen - Telephone	1,025.72
Selectmen - Printing, Ads	2,116.54
Selectmen - Dues, Subscriptions, Education	625.61
Selectmen - Office Supplies	3,158.83
Selectmen - Miscellaneous	944.87
Adm Assist - Salary	36,171.20
Adm Assist - Secretary	2,549.19
Adm Assist - Health/Disability Insurance	7,858.80
Adm Assist - FICA/Medicare	2,820.88
Adm Assist - NH Retirement System	4,040.28
Adm Assist - Training & Seminars	-
Adm Assist - Unemployment/Workers' Comp	224.13
Adm Assist - Dental Insurance	75.75
Adm Assist - Telephone	477.82
Adm Assist - Dues, Subscriptions	55.55
Adm Assist - Computer, Software	119.99
Adm Assist - Books, Periodicals, Misc	25.22
Total Executive	\$ 103,754.39

ELECTION, REGISTRATION, & VITAL STATISTICS

Salaries - Ballot Clerks	1,077.02
Salaries - Supervisors & Moderator	2,173.89
FICA/Medicare	194.38
Computer Software/Support	6,232.29
Printing, Supplies & Postage	3,220.82
Postage	100.00
Total Elections & Registration	\$ 12,998.40

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FINANCIAL ADMINISTRATION

Salary - Bookkeeper	47,479.00
Salary - PT	1,515.00
Health/Disability Insurance	13,139.76
Dental Insurance	125.63
FICA/Medicare	3,456.49
NH Retirement System	5,171.05
Unemployment/Workers' Comp	392.90
Auditing Services	12,900.00
Fixed Assets Management	1,500.00
Town Report	907.85
Education & Training	290.58
Office Equipment	1,748.36
Postage	9,611.44
Tax Sale Expense	1,457.14
Trust Funds - Treasurer	2,000.00

2016 DETAILED STATEMENT OF EXPENDITURES

Trust Funds - FICA/Medicare	153.00
Trust Funds Fees	300.00
Trust Funds Miscellaneous	220.51
AS - Assessing Clerk F/T	8,313.00
AS - Health/Disability Insurance	2,777.42
AS - FICA/Medicare	579.10
AS - NH Retirement System	928.59
AS - Unemployment/Workers' Comp	136.08
Assessing Services	51,212.93
AS - Education/Training	186.66
TC-TX - Collector	39,579.28
TC-TX - Part Time Salaries	38,436.88
TC-TX - Overtime	225.00
TC-TX - Health/Disability Insurance	562.05
TC-TX - FICA/Medicare	6,369.59
TC-TX - NH Retirement Systems	4,867.84
TC-TX - Unemployment/Workers' Comp	570.41
TC-TX - Telephone	728.82
TC-TX - Education	1,526.18
TC-TX - Dues & Subscriptions	60.00
TC-TX - General Expenses	1,214.60
TC-TX - Office Supplies	3,971.61
TC-TX - Mortgagee Search	11,395.00
TC-TX - MV Agent Fees	8,000.00
Treasurer - Salary	5,000.00
Treasurer - FICA/Medicare	382.53
Treasurer - Bank Fees	176.90
Treasurer - Office Supplies	87.77
Data Processing - Software Support	38,076.11
Data Processing - Hardware Upgrades	95.00
Total Financial Administration	\$ 327,828.06
Encumbered - Business Management Systems, Inc - \$450.00	

LEGAL EXPENSES

Town Attorney	26,897.19
Other Legal Expenses	-
Total Legal Expenses	\$ 26,897.19

PLANNING & ZONING

Planning & Zoning Director	36,171.20
Secretary Part Time	1,665.34
Health/Disability Insurance	7,858.92
FICA/Medicare	2,756.57
NH Retirement System	4,040.27
Unemployment/Workers' Comp	224.15
Dental Insurance	75.73
Telephone	477.12
Publication Expenses	1,145.53
Education, Mileage Reimbursement	96.96
Dues, Resource Materials, and Supplies	470.49
Copier Expense	37.00
Computer, Software	119.99
Postage	885.06

2016 DETAILED STATEMENT OF EXPENDITURES

ZBA Publication Expenses	134.78
ZBA General Supplies	18.29
ZBA Postage	-
Total Planning & Zoning	\$ 56,177.40

GENERAL GOVERNMENT BUILDINGS

Custodian	30,077.76
Custodian Part Time	574.00
Disability Insurance	247.32
FICA/Medicare	2,342.89
NH Retirement System	3,190.91
Unemployment/Workers' Comp	1,541.67
Dental Insurance	81.61
Municipal Building - Mowing	3,202.50
Municipal Building - Phone	11.00
Municipal Building - Electricity	10,073.33
Municipal Building - Heating Oil	5,976.10
Municipal Building - Water/Sewer	387.60
Municipal Building - Maintenance & Repair	4,449.23
GB Supplies, Tools & Equipment	336.43
GB Vehicle Fuel	812.07
GB Vehicle Maintenance & Repair	808.90
Bank Building - Electricity	746.52
Bank Building - Heating Oil	2,805.44
Bank Building - Water/Sewer	227.21
Bank Building - Maintenance & Repair	22,957.40
Town Hall - Electricity	2,009.22
Town Hall - Heating Oil	7,499.89
Town Hall - Water/Sewer	282.15
Town Hall - Maintenance & Repair	1,688.99
Town Hall - Alarm Monitoring	288.64
Police - Mowing	378.00
Police - Electricity	5,153.19
Police - Heating Oil	2,499.85
Police - Water/Sewer	443.10
Police - Maintenance & Repair	4,371.87
Ambulance - Mowing	288.00
Ambulance - Electricity	2,542.95
Ambulance - Heating	718.14
Ambulance - Water/Sewer	821.65
Ambulance - Maintenance & Repair	297.05
Fire Station - Electricity	3,401.02
Fire Station - Heating Oil	7,710.78
Fire Station - Water/Sewer	469.85
Fire Station - Maintenance & Repair	(5,928.34)
Highway - Electricity	3,287.78
Highway - Heating Oil	7,747.03
Highway - Water/Sewer	387.60
Highway - Maintenance & Repair	728.71
Transfer Station - Mowing	1,377.00
Transfer Station - Electricity/Heating	4,280.62
Transfer Station - Water/Sewer	210.00
Transfer Station - Maintenance & Repair	2,877.10

2016 DETAILED STATEMENT OF EXPENDITURES

Recreation - Mowing	9,525.00
Recreation - Patch Park - Electricity	670.16
Recreation - Patch Park - Water/Sewer	351.05
Recreation - Maintenance & Repair	3,499.64
Recreation - Pool Electricity	3,272.57
Recreation - Water/Sewer	1,400.00
Bakery Building - Electricity/Heat	2,499.22
Bakery Building - Water/Sewer	265.50
Bakery Building - Maintenance & Repair	2,283.54
Cemetery - Electricity	318.95
Total General Government Buildings	\$ 170,767.36
Encumbered - Municipal Building - Milton Cat	1,500.00

CEMETERY DEPARTMENT

Sexton	23,018.00
Salaries - Part Time	15,577.50
Salaries - Part Time Clerical	503.58
Salaries - Overtime	72.00
FICA/Medicare	2,996.62
Unemployment/Workers' Comp	4,357.79
Telephone	494.35
Equipment Maintenance	2,554.71
Miscellaneous	848.92
Gasoline	3,486.67
Monument Repairs	1,000.00
Road Repairs	2,980.00
Loam, Seed	92.40
Fence Maintenance	206.05
Vehicle Repair	325.86
Uniforms	364.77
Trees	655.93
Improvements	4,034.22
Total Cemeteries	\$ 63,569.37

INSURANCE - Property, Liability

Property, Liability	59,535.70
Total Insurance	\$ 59,535.70

ADVERTISING & REGIONAL PLANNING

NH Municipal Association - Dues	3,566.00
Upper Valley Lake Sunapee	6,806.73
Meeting Waters YMCA	1,200.00
Old Home Day	1,000.00
Web Site Support	1,608.00
Total Advertising & Regional Planning	\$ 14,180.73
Total General Government	\$ 835,708.60

PUBLIC SAFETY

POLICE DEPARTMENT

Salaries - Full Time	311,121.25
Salaries - Part Time	108,340.04
Overtime	26,654.79

2016 DETAILED STATEMENT OF EXPENDITURES

Health/Disability Insurance	84,661.43
FICA/Medicare	18,300.53
NH Retirement System	71,056.15
Unemployment/Workers' Comp	16,233.25
Dental Insurance	1,165.30
Software Support	5,232.70
Telephone/Fax	5,424.76
Regional Prosecutor	23,834.00
Subscriptions/Journals	1,996.60
Ammunition	3,107.07
Office Supplies	1,735.60
Office Equipment	2,207.17
Postage	279.65
General Expenses	3,519.96
Training	1,386.64
Gasoline	14,905.99
Vehicle Maintenance & Repair	4,478.26
Radio Communications	4,431.95
Uniforms	2,972.19
Contracts	7,050.84
Special Detail	2,537.25
Special Detail FICA/Medicare	64.93
Total Police	\$ 722,698.30
Encumbered - R & R Communication - \$1897.50	
Encumbered - Patrol PC - \$2327.00	

AMBULANCE DEPARTMENT

Director	3,000.00
Officers	6,000.00
Salaries - Part Time	18,005.00
On-call Stipend	11,462.50
FICA/Medicare	2,934.19
Unemployment/Workers' Comp	4,533.63
Telephone/Fax	1,181.41
Billing Services Fee	1,950.00
Medical Supplies	9,392.10
Medications/ALS	2,963.49
Medical Equipment	2,799.54
Dues/Subscriptions	791.17
Courses/Training	255.00
Mileage Reimbursement	368.45
Office Supplies	869.67
Miscellaneous	603.84
Vehicle Maintenance	4,866.73
Gasoline/Diesel	1,841.99
Total Ambulance	\$ 73,818.71
Encumbered - Golden Cross - \$1500.00	

FIRE DEPARTMENT

Chief	6,400.00
Assistance Chief	2,500.00
Inspector - Part Time	105.00

2016 DETAILED STATEMENT OF EXPENDITURES

Fire Wardens - Part Time	3,543.34
Salaries - Part Time	46,117.36
FICA/Medicare	4,240.91
Unemployment/Workers' Comp	5,724.24
Medical Expenses	209.91
Telephone	2,178.09
Dispatching Services	5,470.00
Equipment Maintenance	1,516.22
Equipment Replacement/Upgrade	12,414.89
Dues & Subscriptions	1,248.85
Training	4,022.97
Gasoline/Diesel	5,098.55
Vehicle Repair	8,654.45
Radio Communications	4,121.41
Uniforms	837.44
General Expenses	3,193.95
Personal Equipment	665.36
SCBA Maintenance	2,380.60
Forst Fire Mutual Assistance	356.98
Total Fire Department	\$ 121,000.52
Encumbered - Furnance Damage Repair - \$4,604.61	
Encumbered - Fire Tech & Safety - \$6,000.00	
Encumbered - Trittech Software- \$3,715.00	

CODE ENFORCEMENT/BUILDING INSPECTOR

Building Inspector	6,195.00
FICA/Medicare	473.91
Unemployment/Workers' Comp	1,343.42
Building Inspection Expense	23.90
Education	412.97
Mileage Reimbursement	393.90
Total Code Enforcement	\$ 8,843.10

EMERGENCY MANAGEMENT

Telephone	50.00
General Expenses	318.93
Total Emergency Management	\$ 368.93
Total Public Safety	\$ 926,729.56

PUBLIC WORKS

HIGHWAY ROAD PROJECTS

Curbs, Drains, and Sidewalks	12,515.37
Paving	256,741.60
Total Road Projects	\$ 269,256.97

HIGHWAY OPERATION BUDGET

Salaries - Full Time	263,694.52
Salaries - Part Time	5,640.00
Overtime	11,732.18
Health/Disability Insurance	100,752.71
FICA/Medicare	19,337.53
NH Retirement System	30,439.52
Unemployment/Worker's Comp	41,718.83

2016 DETAILED STATEMENT OF EXPENDITURES

Dental Insurance	1,391.34
Mowing	4,950.00
Roadside Mowing	6,010.00
Telephone	1,549.39
Engineering - Mapping	5,758.00
Educational Programs	565.00
Signs	1,163.57
Office Supplies	240.40
Reconstruction General	12,226.52
Gravel Crushing	20,000.00
Crack Sealing	76,558.10
Safety Striping	1,829.74
Calcium Chloride	7,381.16
Gasoline/Diesel	27,854.27
Street Sweeping	10,478.00
Oil/Grease	1,813.47
Vehicle Maintenance & Repair	56,625.65
Tires, Tubes, Chains, and Batteries	45.75
Uniforms	5,768.57
Culverts	1,678.11
Sand & Gravel	10,824.66
Equipment Rental	8,694.60
Supplies, Tools & Equipment	7,018.80
Snow & Ice Supplies	54,808.99
Trees	160.00
Total Highway Operating Department	\$ 798,709.38
Total Highway	\$ 1,067,966.35
Encumbered - Equipment Rental - \$6005.00	
Encumbered - Ferguson Water Works - \$5300.00	
Encumbered - Osgoods - \$1800.00	
Encumbered -D & E Tree - \$4340.00	
Encumbered - Arthur Whitcomb- \$3161.82	
Encumbered - Cold River Material - \$26250.00	
Encumbered - Surveyor - \$1150.00	
Encumbered - Pete's Tire - \$4496.66	
Encumbered - St. Pierre, Inc - \$3000.00	
Encumbered - Snow & Ice Supplies - \$9222.57	

STREET LIGHTS

Street Lighting	34,678.08
Total Street Lights	\$ 34,678.08

TREE MAINTENANCE

Tree Maintenance	898.24
Total Tree Maintenance	\$ 898.24
Encumbered - Leo Maslan - \$640.00	

TRANSFER STATION

Salaries - Full Time	8,364.49
Salaries - Part Time	52,392.51
Overtime	451.88
Disability Insurance	210.15
FICA/Medicare	4,608.96

2016 DETAILED STATEMENT OF EXPENDITURES

NH Retirement Systems	947.16
Unemployment/Workers' Comp	6,150.48
Telephone	1,160.89
Equipment	156.15
Facility Improvements	309.66
Dues, Subscriptions, Education, & Licenses	1,353.98
Supplies & Miscellaneous	1,100.74
Office Supplies	386.49
Gasoline/Diesel	19,749.50
Vehicle Expense	6,325.87
Scale Maintenance	1,585.00
TS Uniforms	357.62
Recycling	5,115.40
Demolition	25,865.24
Trash Disposal	72,263.23
Landfill Closure Monitoring	4,799.62
Total Public Works	\$ 213,655.02
Encumbered - Wastequip - \$1730.00	
Encumbered - Pete's Tire - \$3951.95	
Encumbered - Dept Home Center - \$77.20	
Encumbered - Ron's Fix-It - \$4,850.00	

HEALTH AND WELFARE

ANIMAL CONTROL

Veterninary Services	10.00
Ads, Postage, Printing, Food	-
Total Animal Control	\$ 10.00

HEALTH AGENCIES

Home Health Care	24,500.00
Southwestern Community Services	5,000.00
West Central Behavioral Health	5,500.00
Community Alliance - Transportation	4,830.00
Fall Mountain Food Shelf Rent	6,000.00
Congregate Meals	1,329.27
Salary Health Officer	605.00
FICA/Medicare	46.28
Unemployment/Workers' Compensation	326.42
Mileage Reimbursement	174.48
Miscellaneous	105.00
Total Health Agencies	\$ 48,416.45

GENERAL ASSISTANCE

Telephone	544.66
Community Alliance	11,999.05
Training	65.00
Office Supplies	518.76
Electricity - Clients	869.00
Rent - Clients	4,167.54
Fuel - Clients	-
Other Ezpenses - Clients	2,125.00

2016 DETAILED STATEMENT OF EXPENDITURES

Total General Assistance	\$ 20,289.01
Total Health & Welfare	\$ 100,897.90

RECREATION & CULTURE

PARKS & RECREATION

Salary - Director Part Time	12,000.04
Pool Director Part Time	3,500.00
FICA/Medicare	1,185.81
Unemployment/Workers' Compensation	1,622.85
Director Telephone	13.40
Director Expenses	108.30
Program Supplies	4,346.69
Parks Maintenance	9,969.42
Swimming Pool - Lifeguards	12,645.52
Swimming Pool - FICA/Medicare	967.40
Swimming Pool - Unemployment/Workers' Compensation	2,221.40
Swimming Pool - Telephone	417.46
Swimming Pool - Supplies	5,814.95
Swimming Team/guard Training	882.20
Total Parks & Recreation	\$ 55,695.44

LIBRARY

Librarian	36,078.72
Assistant Librarian	18,604.08
Salaries - Part Time	26,997.38
Health/Disability Insurance	10,845.46
FICA/Medicare	5,950.78
NH Retirement System	4,044.81
Unemployment/Workers' Compensation	608.24
Database Services	375.00
Telephone	525.24
Supplies	1,353.03
Computer Expenses	1,091.00
Postage	213.33
Equipment	350.30
Dues, Subscriptions	855.60
Miscellaneous	117.16
Education/Workshops	727.99
Travel Reimbursement	445.80
Programs & Displays	835.00
Literacy Program	96.97
General Fund Books	5,710.00
Transfer to Library Tech Trust Fund	1,000.00
Books Trustees Trust Fund	3,623.90
Total Library	\$ 120,449.79

HERITAGE COMMISSION

Heritage Commission Project	\$ 3,000.00
Total Heritage Commission	\$ 3,000.00
Total Recreation & Culture	\$ 179,145.23

2016 DETAILED STATEMENT OF EXPENDITURES

CONSERVATION COMMISSION

Conservation Commission Expense	900.00
Total Conservation Commission Expense	\$ 900.00

DEBT

TAN Interest	12,264.29
Total Debt Service	\$ 12,264.29

SPECIAL ARTICLES

Silsby Masonry Work	15,200.00
Revaluation	46,800.00
Beautification	3,000.00
Jaws of Life	24,992.00
Highway Loader	18,873.54
Fort at #4	5,000.00
Capital Reserve Revaluation	25,000.00
Highway Heavy Equipment Capital Reserve	5,000.00
Capital Reserve Silsby Masonry	25,000.00
Capital Reserve Dispatch/Tower	3,000.00
Total Special Articles	\$ 171,865.54

CAPITAL OUTLAY

Lease Purchases	161,696.58
Athletic Field Improvements	3,000.00
Ambulance Zoll Purchase	25,055.37
Transfer Station Re-use Hut	22,907.91
Transfer Station Containers	10,379.98
Transfer Station Scale	41,309.94
Highway Striping Machine	4,850.50
Police Vehicle	28,172.48
Police - Server	8,000.00
Police - Bullet Prof Vests	3,335.00
Police - Dispatch Center	1,345.00
Municipal Building Roof Repairs	50,805.00
Bank Building Electrical Upgrade	3,171.50
Miscellaneous	5,000.00
Total Capital Outlay	\$ 369,029.26
GRAND TOTAL 2016 EXPENDITURES	\$ 3,881,555.63

GRAND TOTAL 2016 ENCUMBRANCE

\$ 93,414.31



Roberts & Greene, PLLC

INDEPENDENT AUDITOR'S REPORT

To the Members of the Board of Selectmen
Town of Charlestown
Charlestown, New Hampshire

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Charlestown as of and for the year ended December 31, 2015, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Basis for Adverse Opinion on Governmental Activities

Management has not determined its liability or annual cost for postemployment benefits other than pensions (OPEB). Accounting principles generally accepted in the United States of America require that management recognize OPEB expense for the required contributions and a liability for unpaid required contributions, which would increase the liabilities, decrease net position, and increase expenses of the governmental activities. The amount by which this departure would affect the assets, net position, and expenses of the governmental activities has not been determined.

Adverse Opinion

In our opinion, because of the significance of the matter described in the "Basis for Adverse Opinion on Governmental Activities" paragraph, the financial statements referred to above do not present fairly the

47 Hall Street ■ Concord, NH 03301
603-856-8005 ■ 603-856-8431 (fax)
info@roberts-greene.com

financial position of the governmental activities of the Town of Charlestown as of December 31, 2015, or the changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of each major fund and the aggregate remaining fund information of the Town of Charlestown, as of December 31, 2015, and the respective changes in financial position thereof, and the budgetary comparison for the General Fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Change in Accounting Principle

As described in Note I.B.5. to the financial statements, the Town adopted the provisions of the Governmental Accounting Standards Board Statement No. 68, *Accounting and Financial Reporting for Pensions*. Our opinion is not modified with respect to that matter.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the pension information on pages 31-32 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

The Town of Charlestown has not presented a management's discussion and analysis. Accounting principles generally accepted in the United States of America have determined that the management's discussion and analysis is necessary to supplement, but is not required to be part of, the basic financial statements.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town of Charlestown's basic financial statements. The combining and individual fund schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining and individual fund schedules are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual fund schedules are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

October 4, 2016

Roberts & Greene, PLLC

**** This is a DRAFTED Independent Auditor's Report****

**** The full financial audit is available at the Selectboard's Office****

Town of Charlestown Deliberative Meeting

February 7, 2017

TO THE INHABITANTS OF THE TOWN OF CHARLESTOWN, NEW HAMPSHIRE qualified to vote in town affairs.

TAKE NOTICE AND BE WARNED that the First and Second Sessions of the Annual Town Meeting of the Town of Charlestown, New Hampshire, will be held on Tuesday, February 7, 2017 commencing at 6:00 P.M. in the Town Hall at 19 Summer Street and on Tuesday, March 14, 2017 commencing at 8:00 A.M. in the Charlestown Senior Center at 223 Old Springfield Road. At the second session, voting on all warrant articles will be by Official Ballot commencing at 8:00 A.M. and concluding at 7:00 P.M. unless the Town Meeting votes to keep the polls open to a later time.

Moderator, Albert St. Pierre, opened the meeting by leading us in the Pledge of Allegiance. He then made announcements recognizing Patrick Connors our Police Chief, Keith Weed our Highway Superintendent, and then introduced the individuals upfront. Mr. St. Pierre took notice of members of the town that has passed away in 2016 recognizing the loss of Debra Clark, our Town Clerk/Tax Collector for 28 years.

The moderator then read his rules of the meeting and announced that there would be no discussion on **Articles 1 & 2** as they are not debatable.

Article 03: Presented and seconded as read.

Article 04: Presented and seconded as read.

Article 05: Presented and seconded as read.

Article 06: Presented and seconded as read.

Article 07: Presented and seconded as read.

Article 08: Presented and seconded as read.

Article 09: Presented and seconded as read.

Article 10: Presented and seconded as read.

Article 11: Presented and seconded as read.

Article 12: Presented and seconded as read.

Article 13: Presented and seconded as read.

Town of Charlestown Deliberative Meeting

February 7, 2017

Article 14: Presented and seconded as read. There was a proposed amendment to fix a clerical error changing assessed value for qualified taxpayers from \$50,000 to \$10,000. Mr. St. Pierre put it to a vote, the amendment passed and the ballot will reflect the corrected amount.

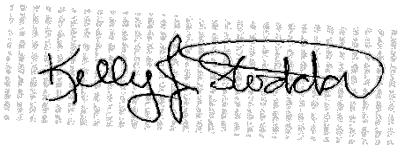
Article 15: Presented and seconded as read.

Article 16: Presented and seconded as read

Article 17: The moderator requested that David Edkins, Town Administrator, explain to the attendees an addition to this year's election procedure. Mr. Edkins explained that due to a missed deadline for the warrant submission to the New Hampshire Department of Revenue a public hearing must take place within 21 days of the March 14, 2017 election to ratify the election results.

It was requested that the Selectboard create an exploratory committee to research the viable options for Charlestown to withdraw from SAU60.

Seeing that there was no further business to transact Albert St. Pierre adjourned the meeting at 7:40 pm. He reminded everyone to attend the School Deliberative Session on Wednesday February 8, 2017.

A handwritten signature in black ink, reading "Kelly J. Stoddart". The signature is written over a background of faint, repeating text from a document.

A true copy Attest:

Kelly J. Stoddart

SCHEDULE OF TOWN-OWNED PROPERTY

	Description	Acreage	Map/Lot	Value
Land	Chase Circle	2.48	103-021	27,200
L/B	Lovers Lane Well - Bull Run	16.56	105-001	69,200
L/B	58 Michael Ave	3.10	106-056	31,100
L/B	Patch Park	14.00	112-018	70,400
L/B	Ambulance Building - Springfield Road	0.34	113-014	154,000
Land	Pinecrest Cemetery	7.80	114-009	47,100
Land	Acworth Road	3.59	15-022-000-001	25,700
Land	E/S Old Springfield Road	8.00	116-034	47,500
L/B	Transfer Station	5.10	116-041	41,700
L/B	Claremont Road	12.90	116-042	100,000
L/B	Police Station	3.80	117-056	453,800
L/B	Fire Station	0.47	117-057	347,000
Land	South of Transfer Station	29.20	117-076	75,800
L/B	Sullivan Street	0.29	117-097	161,800
L/B	Highway Garage	0.79	118-009	179,400
L/B	Library/Municipal Building	0.72	118-079	548,500
L/B	Bakery Building	0.12	118-080	238,200
L/B	Town Hall & Water Department	0.25	118-111	484,400
L/B	Forest Hill Cemetery	8.90	118-137	45,300
Land	Briggs Hill Road	0.51	118-148	29,500
Land	East St. Tennis Court	0.44	118-198	38,700
L/B	233 Main Street	2.40	118-213	193,600
L/B	East St. Swimming Pool	13.35	119-020	258,400
Land	Main Street	0.11	119-031	2,400
L/B	Happy Acres Road	12.15	203-009	76,432
L/B	Hope Hill Cemetery	10.70	207-027	48,400
Land	Great Country Road	0.67	207-039	2,300
Land	Hubbard Hill Cemetery	0.46	208-001	2,000
Land	Morse Hill Road	0.91	209-013	22,600
Land	Unity Stage Road	1.30	209-022	2,700
L/B	North Charlestown Well	0.22	210-012	74,300
Land	Unity Stage Road	0.96	210-049	13,000
Land	Egypt Road	0.07	210-057	1,700
Land	Wheeler Rand Road	2.40	210-063	26,000
Land	Claremont Road	0.37	213-001	21,800
Building	82 Salt Shed Road	0.00	213-019-001	1,100
L/B	Wheeler Rand Road	1.40	213-026	26,300
Land	Unity Stage Road	11.00	214-006	34,200
Land	Unity Stage Road	11.00	214-007	34,200
Land	Borough Road	20.9	220-001	24,500
Land	Borough Road	1.50	223-003	21,500
Land	Hall's Pond Road	19.00	223-007	56,500
L/B	Borough Road	0.12	223-011	17,000
Land	Off North Hemlock Road	2.00	228-005	21,600
Land	North Hemlock Road Well	5.60	228-006	3,701,100
Land	North Hemlock Road Reservoir	29.00	229-020	76,500
Land	North Hemlock Road Reservoir	165.00	229-021	266,500
Land	Off Hall's Pond Road	46.00	230-007	26,400
Land	Hall's Pond Road	121.00	230-008	63,900
Building	5 Breakneck Hill Road	0.00	233-051-001	1,200
L/B	Springfield Road Pump Station	0.38	234-003	72,900
L/B	Wastewater Treatment Facility	20.00	235-019	2,191,700
Land	Birch Drive	0.11	236-002	7,300
L/B	Acworth Road	20.50	237-001	50,600
Land	Off South Hemlock Road	53.00	242-002	98,500
TOTAL		692.94		10,755,432

CEMETERY DEPARTMENT 2016

Here we are with another busy year behind us. 2016 saw many new and old projects, some finished some just starting. Most important, we welcomed a new sexton, Stacy Hassett. He has exceeded expectations, and we are pleased with the enthusiastic energy that he brings to the job.

Here is a brief summary of projects by cemetery:

- > Pine Crest: The last sections of the old roads were rebuilt. The property line adjustments with Twin Maples were finalized and ready for your vote.
- > Hope Hill: Our crew, with the Heritage Commission, began a project replacing old rotten section markers with granite posts. This will be completed over several years and will also include Pine Crest cemetery.
- > Forest Hill: Two large pines near East Street were felled and stumps ground. The cross road behind the mausoleum has been rebuilt.
- > All cemeteries: General maintenance, mowing, trimming, loaming, seeding, raking were done regularly. The sexton also takes care of selling lots (nine were sold in 2016) and arranging for burials (27 in 2016).

The New Year brings many challenges, the most important of which is hillside erosion in Forest Hill. This is threatening some very old graves and must be addressed with careful attention to protect the integrity of the family lots that are in danger of being destroyed. We are asking for money to engineer a project that will be a long term solution. We also have the north entrance roadway that needs rebuilding due to erosion.

The Water Department is requiring us to install water meters in all cemeteries. This will cause us to rebuild the water system in Forest Hill with new lines and hydrants over a couple of years. Last is dealing with the fences in Hope Hill and Forest Hill; they are very expensive to maintain and keep looking respectable. Please anyone with ideas or solutions come talk to us; we welcome your input.
Respectfully,

Your Trustees: Ron LeClair, Aare lves, Doug Neill

TRUSTEES OF TRUST FUNDS

New Cemetery Accounts – 2016

FH (Forest Hill), HH (Hope Hill), PC (Pinecrest), SC (St. Catherine), G (graves)

<u>DATE</u>	<u>NAME</u>	<u>AMOUNT</u>	<u>CEM</u>	<u>SEC/LOT</u>	<u>G</u>
Mar 31	Richards Sr, Howard/Linda	500.	PC	Sec 11, 1236D,1237A	2
Apr 29	Curtis, Donna	250.	HH	Sec 8, 39C	1
Apr 29	Dalke, Cammie/ Cadwaller, Craig	250	HH	Sec 10, 371C	1
July 29	Weaver, Paul/Carolyn	250.	PC	Sec 0, 1261C	1
Aug 31	Tenney, Braton	250	PC	Sec 4, 228A	1
Sept 23	Arbuckle, MaryAnn	250	PC	Sec 4, 232A	1*
Oct 15	Richardson, Craig	250	PC	Sec 10, 1232D	1
Nov 18	Robbins, Mark/Judy	500	PC	Sec 4, 230CD	2
Dec 6	Gallant, Philip	<u>250.</u>	PC	Sec 4, 230B	<u>1</u>
TOTALS		\$2,500			

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Patricia J. Royce, Treasurer

Trustees of Trust Fund

TRUSTEES OF TRUST FUNDS
FORM MS-9 OF THE COMMON AND RETAINED INCOME FUNDS

Date of Creation	Name of Trust Fund	Purpose of Trust Fund	How Invested	Balance Beginning Year	New Funds Created	Trf to Income Bond Acc	Capital Gains Reinvestment	Net Gains/ Losses /	Balance End Year
1974	Maude E Prouty- Worthy Poor	Assistance	Stks/Bds	20,665.72		0.00	17.68	(5.15)	20,678.28
1862	Porter Widow Fund	Assistance	Stks/Bds	56,812.67		0.00	48.70	(14.05)	56,847.31
1974	Maude E Prouty	Books	Stks/Bds	30,993.84		0.00	26.56	(7.66)	31,012.75
1979	Sayce Fund Library	Books	Stks/Bds	1,538.99		0.00	1.32	(0.42)	1,539.90
1961	Care/North Charlestown	Cemetery	Stks/Bds	9,116.65		0.00	7.81	(2.25)	9,122.21
1995	General Maintenance	Cemetery	Stks/Bds	81,585.04	2,500.00	0.00	71.98	(20.10)	84,136.92
1882	Horace Metcalf	Cemetery	Stks/Bds	360.33		0.00	0.31	(0.10)	360.55
1881	Perpetual Care 1881-1995	Cemetery	Stks/Bds	298,433.98		0.00	255.77	(73.79)	298,615.96
1925	Charles H Hoyt	Cemetery	Stks/Bds	14,537.52		0.00	12.46	(3.60)	14,546.38
1993	Emma Hunt	Conservation	Stks/Bds	4,428.74		0.00	3.79	(1.09)	4,431.44
1896	Silsby Public Library	General	Stks/Bds	146,353.85		0.00	125.43	(36.20)	146,443.09
2000	Patch Park Gift Fund	Recreational	Stks/Bds	1,201.30		0.00	1.03	(0.31)	1,202.05
1979	Dorothy Sayce	Recreational	Stks/Bds	1,534.32		0.00	1.31	(0.39)	1,535.23
1920	Charles H Hoyt	Streets	Stks/Bds	45,030.39		0.00	38.60	(11.13)	45,057.86
1988	James Hearne	Town Hall	Stks/Bds	1,985.10		0.00	1.70	(0.49)	1,986.31
1979	Dorothy Sayce	Trees	Stks/Bds	3,623.74		0.00	3.10	(0.89)	3,625.95
1967	Mary A Sherwood	Trees	Stks/Bds	2,577.72		0.00	2.21	(0.64)	2,579.29
2016	Main St Lamp Post	Maintenance	Stks/Bds	0.00	25.00	0.00	0.02	0.00	25.02
	Bond Premium Amortization Transferred to Principal								

Grand Total Common Fund & Retained Income Fund

	720,779.90	2,525.00	0.00	619.82	(178.29)	723,746.55
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REPORT OF THE TOWN RESERVES

		Principal			
		Balance Beginning of Year 1-Jan-16	New Funds	Expended	Gain/ Loss Sales
					Balance End of Year 31-Dec-16
Town Capital Reserve	Invested				
Silsby Library Technology	Money Market	2,838.69	1,000.00	0.00	1.70
Swimming Pool Rehabilitation	Money Market	0.00	0.00	0.00	0.00
Town History Capital Reserve	Money Market	0.00	0.00	0.00	0.00
Town Revaluation	Money Market	125,040.55	25,000.00	(30,431.20)	59.11
Highway Heavy Equipment	Money Market	25,037.44	5,000.00	0.00	13.41
Library/Municipal Building Masonry		100,026.73	25,000.00	(6,800.00)	51.25
Emergency Comm Improvement		0.00	3,000.00	0.00	1.29
Total		276,853.95	56,000.00	(37,231.20)	125.47
					274,838.98

TRUSTEES OF TRUST FUNDS
FORM MS-9 OF THE COMMON AND RETAINED INCOME FUNDS

Income Balance Beginning of year	% % % % %	Gains/ Losses	and Accretion Amortization	Income During year	Capital Gains Distributions	Expended During Year	Transfer to Principal	Income Balance End of Year	Total Principal & Income End of Year
19,737.88	0.0286	(0.33)	0.91	1,028.78	14.71	(1,995.00)	(17.01)	18,769.88	39,448.16
6,615.56	0.0786	(0.11)	2.51	1,863.32	4.93	(1,710.00)	(46.77)	6,729.47	63,576.78
896.94	0.0429		1.37	943.58		(896.94)	(25.51)	919.43	31,932.18
44.53	0.0021		0.07	46.85		(44.54)	(1.27)	45.65	1,585.55
9,898.13	0.0126	(0.17)	0.40	477.72	7.38		(7.50)	10,376.03	19,498.24
2,287.89	0.1163		3.68	2,518.41		(2,287.89)	(69.22)	2,452.87	86,589.79
2,247.20	0.0005		0.02	56.46	1.68		(0.30)	2,305.05	2,665.60
8,636.51	0.4126		13.21	9,085.49		(8,636.51)	(245.66)	8,853.04	307,469.00
23,878.58	0.0201	(0.39)	0.64	919.97	17.58	(300.00)	(11.97)	24,504.58	39,050.96
4,333.43	0.0061	0.07	0.20	222.46	3.23		(3.65)	4,555.65	8,987.09
4,235.37	0.2023		6.48	4,455.59		(4,235.39)	(120.47)	4,341.58	150,784.67
199.29	0.0017		0.05	40.59	0.15		(0.99)	239.03	1,441.08
2,090.60	0.0021	(0.03)	0.07	89.00	1.56		(1.26)	2,179.94	3,715.18
49,679.52	0.0623	(0.83)	1.99	2,375.62	37.03		(37.07)	52,056.51	97,114.37
1,092.70	0.0027	(0.02)	0.09	82.50	0.81		(1.63)	1,174.46	3,160.77
2,734.40	0.0050	(0.05)	0.16	165.56	2.04		(2.98)	2,899.13	6,525.08
1,862.47	0.0036	(0.03)	0.11	116.12	1.39		(2.12)	1,978.18	4,557.47
0.00	0.0000		0.00	0.11	0.00		(0.02)	0.09	25.11
140,471.92	1.00	(1.89)	31.96	24,607.65	92.49	(20,106.27)	(595.39)	144,380.72	868,127.27

REPORT OF THE TOWN RESERVES

		Income				Combined			
		Balance Beginning of Year 1-Jan-15	% % % %	Income	Expend	Balance Income End of Year 31-Dec-15	Accru. Income	YTD Totals Income Trans Expend	Total Principal & Income 31-Dec-15
Town Capital Reserve	Invested								
Silsby Library Technology	Money Market	123.85	0.01	17.22	0.00	141.06	117.17	8.96 0.00	3,981.45
Swimming Pool Rehabilitation	Money Market	165.09	0.00	0.61	0.00	165.73	540.18	0.98 0.00	165.73
Town History Capital Reserve	Money Market	0.00	0.00	0.00	0.00	0.00		16.48 0.00	0.00
Town Revaluation	Money Market	1,465.35	0.44	589.20	0.00	2,054.55		152.71 0.00	121,723.01
Highway Heavy Equipment	Money Market	1,129.04	0.11	136.98	0.00	1,266.01		152.71 0.00	31,316.86
Library/Municipal Building Masonry		926.12	0.43	524.42	0.00	1,450.54			119,728.52
Emergency Comm Improvement		0.00	0.01	11.68		11.68			3,012.97
		2,475.35	1.00	1,268.43	0.00	5,089.56	657.35	331.84 0.00	279,928.54

TRUSTEES OF TRUST FUNDS
MS-10 REPORT OF THE COMMON AND RETAINED INCOME FUNDS

		ADDITIONS			PRINCIPAL				
# SHS	HOW INVESTED DESCRIPTION OF INVESTMENT	BALANCE BEG YEAR 1-Jan-16	PURCHASES	ACCRETION ADJ TAX COS	SPINOFF ADJ TAX COS	CASH CAPTIAL GAINS	PROCEEDS FROM SALES	GAINS/LOSSES FROM SALES	BALANCE END YEAR 31-Dec-16
NOTES AND BONDS									
25000	US Treas Notes 1.000% 09/15/2017	24,951.41		31.96					24,983.37
25000	US Treas Notes 1.6250% 07/31/2019	25,004.70		(1.16)					25,003.54
30000	Federal Farm Credit Bank .875% 10/30/201	30,000.00							30,000.00
50000	Federal Home Loan Bank 1.0500% 6/27/20	49,951.30					50,000.00	48.70	0.00
50000	Federal Home Loan Bank 1.2400% 7/13/20	0.00	49,932.17						49,932.17
50000	Federal Home Loan Bank 1.600% 10/22/20	50,000.00							50,000.00
20000	IBM 1.950% 7/22/2016	20,238.00					20,000.00	(238.00)	0.00
25000	Bank of Montreal 1.400% 09/11/2017	24,946.25							24,946.25
25000	Coca Cola Co 1.6500% 11/01/18	25,178.11		(58.87)					25,119.24
20000	Apple Inc 2.000% 05/06/20	20,119.25		(35.48)					20,083.77
MUTUAL FUNDS - FIXED INCOME FUNDS									
8144.87	Vanguard GNMA Admiral Fund	84,619.09		595.39		24.43			85,238.91
PREFERRED STOCK									
500	US Bancorp Dep PFD H Shs 3.5% Floor 10/15/	10,834.95							10,834.95
COMMON STOCKS									
150	3M	13,146.63							13,146.63
250	Abbvie Inc	5,686.32							5,686.32
800	AT&T Inc	2,127.86							2,127.86
150	Air Products & Chemical Inc	11,165.98			(913.32)				10,252.66
400	Abbott Laboratories	10,609.16							10,609.16
300	ChevronTexaco Corp	15,756.00							15,756.00
300	Conocophillips	16,538.94							16,538.94
250	CVS Corp	7,279.65							7,279.65
250	Disney Co,Walt	6,499.52							6,499.52
400	Dominion Res Inv Va New	2,958.34							2,958.34
250	Emerson Electric	10,579.77							10,579.77
300	General Mills Inc	11,452.28							11,452.28
400	Intel Corp	12,652.00							12,652.00
50	Int'l Business Machines	4,214.80							4,214.80
100	IShare S&P MidCap Ind 400	6,472.99							6,472.99
125	IShare S&P SmallCap 600	6,218.75							6,218.75
250	Johnson & Johnson	11,406.25							11,406.25
200	Johnson Controls inc	10,057.98					9,187.10	(870.88)	0.00
167	Johnson Controls Int'l PLC	0.00	8,034.37						8,034.37
200	McDonalds Corp	12,726.82							12,726.82
300	Merck & Co	14,664.00							14,664.00
400	Microsoft Corp	13,934.00							13,934.00
200	Nextera Energy Inc	8,599.98							8,599.98
200	Pepsico, Inc.	13,499.20							13,499.20
700	Pfizer Inc	13,651.94							13,651.94
250	Proctor & Gamble	16,292.50							16,292.50
200	Qualcomm Inc	12,478.98							12,478.98
400	Realty Income Corporation	13,414.40							13,414.40
500	Spectra Energy Corp	9,947.91							9,947.91
500	U S Bankcorp Del (Spinoff from US Bankcorp)	12,745.47							12,745.47
225	United Technologies Corp	11,463.75							11,463.75
200	Vanguard Emerging Markets ETF	9,281.30							9,281.30
400	Verizon Communications (Spinoff from Veri	2,543.54							2,543.54
450	Wells Fargo & Company	14,617.75							14,617.75
	Northern Trust Govt Select #848	35,581.52							35,856.52
TOTAL PRINCIPAL		746,109.34	57,966.54	531.84		24.43	79,187.10	(1,060.18)	723,746.55
RETAINED INCOME									
10000	Fed Farm Credit Bank 1.1800% 6/13/2019		10,008.07	(0.88)					
25000	Federal Home Loan Bank 1.600% 10/22/2020								
21	HCP Inc								
23	Realty Income Corp								
83	IShare S&P Midcap Index 400								
42	IShare S&P Small Cap 600 Index Fund								
113	Spdr S&P 500 ETF Trust								
295	Spdr S&P Dividend ETF					92.48			
141	Vanguard Emerging Markets ETF								
376	Vanguard FTSE Dev Mkts ETF								
	Northern Trust Govt Select #848								
Fees Paid to The New Hampshire Trust Company									
TOTAL		0.00	10,008.07	530.96		92.48	0.00	0.00	0.00
COMBINED COMMON TRUST FUND AND RETAINED INCOME FUND									
		746,109.34	67,974.61	530.96		116.91	79,187.10	(1,060.18)	723,746.55

Fees Paid: _____
Expenses P: **\$5,736.40**
Were these fees and expenses paid from income only? **Yes**

TRUSTEES OF TRUST FUNDS
MS-10 REPORT OF THE COMMON AND RETAINED INCOME FUNDS

INCOME		PRINCIPAL ONLY						
BALANCE BEG YEAR	INCOME RECEIVED DURING YEAR	EXPENDED DURING YR	GAINS LOSSES	BALANCE END OF YEAR	BEG OF YEAR FAIR MKT VALUE	UNREALIZED ANNUAL GAINS/LOSSES	END OF YEAR FAIR MKT VALUE	BALANCE END YEAR 31-Dec-16
	250.00				24,985.35		25,039.05	24,983.37
	406.26				25,086.93		25,174.80	#REF!
	262.50				29,973.87		29,986.83	30,000.00
	262.50				49,663.65		0.00	0.00
	(8.61)				0.00		49,041.20	49,932.17
	800.00				48,765.05		48,260.70	50,000.00
	390.00				20,119.62		0.00	0.00
	350.00				24,990.03		25,001.25	24,946.25
	412.50				25,208.48		25,099.90	25,119.24
	400.00				19,979.28		20,037.14	20,083.77
	2,694.85				86,800.14		86,446.90	85,238.91
	444.80				10,920.00		10,780.00	10,834.95
	666.00				22,596.00		26,785.50	13,146.63
	570.00				14,810.00		15,655.00	5,686.32
	1,536.00				27,528.00		34,024.00	2,127.86
	508.50				19,516.50		21,573.00	10,252.66
	416.00				17,964.00		15,364.00	10,609.16
	1,287.00				26,988.00		35,310.00	15,756.00
	300.00				14,007.00		15,042.00	16,538.94
	425.00				24,442.50		19,727.50	7,279.65
	355.00				26,270.00		26,055.00	6,499.52
	1,120.00				27,056.00		30,636.00	2,958.34
	476.25				11,957.50		13,937.50	10,579.77
	558.00				17,298.00		18,531.00	11,452.28
	416.00				13,780.00		14,508.00	12,652.00
	275.00				6,881.00		8,299.50	4,214.80
	263.86				13,932.00		16,534.00	6,472.99
	208.86				13,763.75		17,190.00	6,218.75
	787.50				25,680.00		28,802.50	11,406.25
	232.00				7,898.00		0.00	0.00
	777.97						6,878.73	8,034.37
	722.00				23,628.00		24,344.00	12,726.82
	552.00				15,846.00		17,661.00	14,664.00
	588.00				22,192.00		24,856.00	13,934.00
	696.00				20,778.00		23,892.00	8,599.98
	582.00				19,984.00		20,926.00	13,499.20
	840.00				22,596.00		22,736.00	13,651.94
	667.87				19,852.50		21,020.00	16,292.50
	414.00				9,997.00		13,040.00	12,478.98
	956.60				20,652.00		22,992.00	13,414.40
	810.00				11,970.00		20,545.00	9,947.91
	522.50				21,335.00		25,685.00	12,745.47
	589.50				21,615.75		24,664.50	11,463.75
	180.00				6,542.00		7,156.00	9,281.30
	909.00				18,488.00		21,352.00	2,543.54
	681.75				24,462.00		24,799.50	14,617.75
	66.97				10,252.08		35,856.52	35,856.52
	27,621.93			0.00	989,050.98		1,061,246.52	723,746.55
0.00	35.50			10,007.19				
25,000.00	400.00			25,000.00				
1,053.78	104.15			1,053.78				
1,045.58	55.03			1,045.58				
9,227.57	219.00			9,227.57				
3,540.68	70.18			3,540.68				
17,391.32	499.64			17,391.32				
19,545.75	741.44			19,545.75				
6,186.60	126.90			6,186.60				
13,769.25	418.86			13,769.25				
43,711.39	51.42			37,613.00				
	(5,736.40)							
140,471.92	(3,014.28)	0.00	0.00	144,380.72	0.00		0.00	0.00
140,471.92	24,607.65		0.00	144,380.72	989,050.98		1,061,246.52	723,746.55

REPORT OF THE PLANNING BOARD

The Planning Board met a total of 19 times during 2016, which was a busier than usual year in terms of development activity in Charlestown. In all, the Board considered 25 different applications in 2016 including:

- 4 subdivisions creating 9 new lots;
- 9 site plan review applications including 6 new businesses/facilities (1 of which was denied), 3 for the expansion of existing facilities;
- 7 sign permits;
- 4 boundary adjustments between existing lots;
- 2 voluntary mergers of existing lots
- 2 permits to cut trees on designated scenic roads

Planning Board members also worked to bring Charlestown's zoning ordinance into compliance with a new state law requiring that Accessory Dwelling Units (ADUs) be allowed in all residential zoning districts. This year's Town Meeting Warrant includes an article to amend the Town's Zoning Ordinance for this purpose. The change is relatively minor, as Charlestown already allows ADUs in all but one district. The amendment also makes several minor editorial revisions elsewhere in the Ordinance to make it clearer and to better reflect current practice.

Copies of the full text of the proposed amendment are on file and available for public inspection during regular business hours (Monday – Friday, 8:30 AM – 4:00 PM) in the Charlestown Planning & Zoning Office and in the Town Clerk's Office, both in the new Town office building at 233 Main Street.

The Board would like to remind residents that if they plan a subdivision, boundary adjustment, commercial enterprise, home business, or would like to erect a sign, they should come to the Planning & Zoning office and get a copy of the appropriate town regulations and forms to guide their application.

The Planning Board meets at 7:00PM on the first and third Tuesday of each month in the Community Room at the Silsby Library/Municipal Building. All meetings are open to the public and citizen participation is encouraged. As noted above the Planning & Zoning office is located in the new Town office building at 233 Main Street and is open weekdays from 8:30 AM – 4:00 PM.

Charlestown Planning Board:

Robert Frizzell, Chair
Sharon Francis, Vice Chair
Thomas Cobb, Ex-Officio
Douglas Neill
John Bruno
Rosie Smith-Hull
Richard Lincourt

Alternates:

Patricia Chaffee
Duane Wetherby
James Jenkins
Art Grenier (Ex-Officio)
Steven Neill (Ex-Officio)

CHARLESTOWN COMMUNITY TREE COMMITTEE

It has been another busy year for the Tree Committee. This spring (as we do each year), officers were elected for the year as follows: Judy Murray, Chairperson; Deb Stone, Vice-Chairperson; Pat Royce, Secretary; Aare Ilves, Financial Officer.

Our first order of business was to weed and mulch several trees, and the garden in front of the Town Bulletin Boards. We also planted annual flowers in the planters in front of Dan's MaxSaver.

Our Arborist, Leo Maslan pruned several trees and treated eight elm trees with an antifungal. Sixteen more will be done in the spring of 2017. The reason for this step is that we have noticed 4 elms showing signs of stress. When tested, 3 elms were positive for Dutch Elm Disease. The elms are disease resistant, but not immune. Hopefully, the fungal treatment will ensure healthy trees in the future.

We also planted a pear tree in front of the LaRock house and several shrubs on North Main Street.

The Committee will also be assisting the Garden Club with the Lower Landing Project. The plan for the work was presented to and approved by the Select Board and will proceed in the spring.

We also reviewed a plan submitted by Aare Ilves for plantings around the new Town Office Building to be planted when the area is ready.

Several members met and decorated the fir tree between the Library and the Bakery Building for Christmas.

It has been another year with much appreciated support from the Selectboard, the Highway Department and Dan Pelkey.

New members are always welcome, as there is much work to do and not enough people to do it.

Respectfully Submitted,

Judy Murray

Pat Royce

Jim Fowler

Deborah Stone

Aare Ilves

CHARLESTOWN HISTORICAL SOCIETY

The Society continued to present interesting programs during 2016 led by Joyce Higgins through June and by Judi Baraly after the mid year elections. We gained some new members during the year and continue to encourage anyone with an interest in local history, genealogical research or attempting to solve the mysteries contained in their old home to join our ranks. Our extensive archives are available for the public at no charge and you will find us always willing to assist you.

Our focus suddenly shifted last summer when the Selectboard offered space in the Bakery Building as a new home to our Archives. Our members are thrilled to have the opportunity for more display space and a real work area for visitors to peruse documents. Our mutual goal is to offer (once again) a Welcome Center and perhaps in time, a museum. We are excited by the Town's support of our continuing contributions to Charlestown and eager to begin this new phase of our organization.

Our Sunday, April 16th program features our annual "show and tell" of Town treasures and newest acquisitions. This will be held at the Town Hall at 2 pm. Please watch for details in the Our Town in March as well as updates on our move to the Bakery Building this spring.

Judi Baraly, President 2016-17

TOWN HALL COMMITTEE

This has been a quiet year for the THC since the window replacement and renovation project has been just about finished. We hope to have an exciting 2017 with lots of River Theater productions! We ended the year with \$2600 in our account and will be setting priorities at the next meeting for how to best use the funds.

Historical Society
Charlestown Selectboard
River Theater Company
Charlestown Rotary Foundation
Heritage Commission

THE CHARLESTOWN HERITAGE & HISTORIC DISTRICT COMMISSION

The citizens of Charlestown voted for an article authorizing the Heritage Commission to take on the additional duties of a Historic District Commission, and the Selectboard accordingly created a dual-purpose commission. The first duty of a historic district commission is to prepare a historic district ordinance to be voted on by the town. At this point, the Planning Board did not pass this ordinance to the voters because they did not think there was enough information. The Heritage Commission sent them a letter asking them to modify the ordinance so that it would be suitable for the voters. Then the Heritage Commission would review it and ensure that we would be able to enforce it. When it was addressed at the Planning Board Meeting it was tabled for a later date. At this point the town remains unprotected and we could lose another historic building.

The Historic District Maps for Main Street and North Charlestown have been completed. This was done to designate the Historic District and will be in compliance with the Ordinance.

The bronze plaque has been placed on Duane Wetherby's property in South Charlestown in 2016, commemorating early stagecoach days in that part of town. St. Pierre, Inc. donated the boulder that holds the plaque. The Wetherbys put in a raised bed and planted shrubs around it. This project is complete.

The project of placing benches on Main Street has been discontinued. We were able to place 3 benches of the 10 that were projected. The process required to place benches became difficult due to regulations instilled by the Selectboard. Stones were donated for the bench in front of the library by a taxpayer so that it could be reset. The bench in front of South Parish Church was in jeopardy of removal until it was noted that the bench had never been paid for by the town. Members of the Heritage Commission subsequently purchased the bench from the creator and donated it to the church. It was a private gift and is now not town property.

The Forest Hill Cemetery project is also complete. The four granite posts have been set and mark the oldest part of the cemetery.

The Historic District sign on the south end of town has been enhanced with shrubs and flowers. We will add to this in the Spring of 2017.

The Heritage Commission is made up of volunteers to save the Historic District and serve the taxpayers. We appreciate your support and welcome you to come to our meetings which are held on the fourth Tuesday of each month at the Bakery Building at 7 pm.

The Charlestown Heritage Commission
Duane Wetherby, Chair
Joyce Higgins
Joanne Hipp
Arthur Grenier, Selectman

Wesley Van Velsor
Susan Richardson

Tamara Golden, Alternate
Ron Martell, Alternate

SILSBY FREE PUBLIC LIBRARY TRUSTEES

The library trustees met ten times in regular session and twice in special session during 2016. Regular meetings were held on the second Wednesday of the month, except for July and December. Meetings are open to the public.

The library offers resources and programs for the community. Resources include: books, magazines, internet access, WI-FI, copier, fax, reference materials, DVD's, puzzles, and games. Silsby Library also offers the ereader program, Overdrive, for our patrons to download ebooks to their handheld devices. The library also has created a Facebook page. Find it on Facebook at Silsby Free Public Library. Like the page to follow what's happening in the library. In 2016 the library also started its own web page at <http://www.silsbyfree.org/>

2016 has been another trying year for the library. The new director who started in February was offered a new job with better pay and hours. After more special meetings the trustees promoted Holly Shaw up to the position of director. She did a search and hired Jen Haynes to be the new assistant-director. Jen used to be a librarian at Silsby and is well known by the patrons.

The trustees updated the Personnel Policy/Employee Handbook and the Library Policies Handbook. We also purchased an "Open" flag and installed it on the front sign. The trustees are in the process of moving the Archive, The Restricted Historic Collection, to a better and more accessible location in the library.

The trustees decided and the director agreed that because of the town office relocating, we will have two librarians in the building at all times.

The trustees look forward to a new year with Holly Shaw as our director. She knows the town and the library intimately. With your help we can continue to grow and improve the library. Please, do not be afraid to make comments or suggestions to the librarians or if more comfortable leave notes for the trustees. Let us all make the library the best that we can.



Silsby Free Public Library
Treasurer's Report for 2016

Unrestricted Checking Account

Balance Forward 12/31/15	\$1,030.17
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Income

Town of Charlestown for Conservation	\$67.96
Hemingway Farms for Children's Reading Program	\$25.00
NH Humanities Council for Programming	\$250.00
Reimbursement	\$100.00
Donation IMO Laurie Kathryn Hassett	\$300.00
Donation for programming	\$300.00

Total Income	\$1042.96
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Expenses

Advertising	\$400.00
Book Drop Repair	\$211.75
Web Page	\$121.00
Simon Brooks, Storyteller	\$300.00
Humanities Program	\$299.50
Employee Holiday Appreciation	\$250.00
Total Expenses	\$1582.25
Balance on hand 12/31/16	\$490.88

Copier/Fax Account – copier/fax supplies and maintenance

Balance Forward 12/31/15	\$1229.90
Interest	\$.31
Deposits – Fax/Copier Income	\$858.04
Service/Supplies for Printer/Copier	-\$261.75

Purchase New Copier	-\$789.00
Bank Fees	-\$2.00
Balance on hand 12/31/16	\$1,037.50

Acquisitions Account

Balance Forward 12/31/15	\$2,640.44
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Income

Income from Trust Funds	\$5176.87
Vanguard Dividends	\$181.43
Book/DVD Replacements	\$84.94
Donations/Book Sale Revenues	\$512.31
Rotary Donation	\$275.00
Blish Fund – Earned Income	\$0.00
Kinson Fund – Earned Income	\$0.00
Centennial Fund – Earned Income	\$0.00
Non-Resident Fee	\$95.00
Total Income	\$6,325.55

Expenses

Books/Videos/Periodicals	\$3,608.09
Total Expenses	\$3,608.09
Balance on hand 12/31/16	\$5,357.90

Other Accounts

Wesley & Rosie Hunt Trust -	
Managed by Vanguard Wellesley Income Fund	\$6,305.05
Edward Jones Investments, Britta Blish Mem. Fund	\$3,000.00
Edward Jones Investments, Eloise Kinson Mem. Fund	\$2,282.90
Edward Jones Investments, Centennial Fund	\$1,300.00

Robin Forsaith, Treasurer

LIBRARIAN'S REPORT

2016 was a busy year. We received two grants for Humanities to Go programs. In May we hosted a program on New Hampshire's state dog, the Chinook, and in September we enjoyed a presentation on the history of brewing in NH. Grants from the Children Literacy Foundation and Kids, Books and the Arts provided a storyteller and a magician for the enjoyment of our younger patrons. Summer Reading program had 85 children and 16 teens register to participate. We had 29 programs for these youngsters over the 7 weeks of the program with 1050 books read. Thank you John and David at the Ice Cream Machine for all the ice cream donated to our readers! Once again we celebrated Earth Science week with the fourth grade from Charleston Primary School. Julie Wanat led a lesson in finding and recognizing fossils, and one child declared it to be the best field trip they'd ever been on. Thank you Julie.

A donation from Rotary in January helped us purchase books for our baby bag project and continue partnering with our local medical offices to provide a collection of picture books to be given to toddlers and preschoolers at their annual visits. It also provided us with a collection of books for the 1000 Books before Kindergarten program. For each 100 books read, participating children get to choose a book to keep. We greatly appreciate their support. We also received a donation from the Laurie Hassett Memorial Fund which has been used to purchase a collection of Legos, K'nex, Snap Circuits, Brain Flakes, Magformers, and Gears, Gears, Gears to be used in promoting STEAM (science, technology, engineering, arts and math) programs for preschoolers and up.

2016 also brought changes in staff. We wish Pamela Johnson-Spurlock much success at her new position as a school library media specialist in Vermont and we welcomed back Jen Haynes who will be busy as our Children and Youth Services Librarian. Sue Bascom joined us as our part time substitute for those occasions when we need someone to fill in on short notice.

We continue to provide access to e-books and audio books through our subscription to Overdrive. AncestryLibrary and EBSCOhost are available for our patrons to use in house. We also participate in the Libraries of the Upper Valley Co-op and subscribe to their rotating collection of audio books and movies on DVD which augments our collection.

Thank you to all who support the library; the Rotary for their support of our literacy programs, the Laurie Kathryn Hassett Memorial Fund for their support of children's programming, the Charlestown Garden Club for the flowers that brighten the library, all who donate books for books sale, and those who supported us by buying books. Many Thanks!

Holly K. Shaw
Library Director

Circulation:

Adult books	4067	New Patrons	131
Junior books	4257	Collection	21269
Magazines	172	Material added	702
Audio books	305	Library visits	8524
DVDs	2296	Computer use	2496
Overdrive e-books	857	ILL borrowed	495
Overdrive audios	720	ILL loaned	527

RECREATION COMMITTEE

The Charlestown Recreation Committee is a group of volunteers and a part-time Rec Director who have the task of establishing, maintaining, and running the youth and adult recreation activities here in town. These are dedicated people who devote their time to produce sports and various activities for the townspeople all year. I'd like to take a moment to thank them for their participation: Austin Aubin, Shawn Aubin, Gabe Bailey, Patty Chaffee, Craig Fairbank, Nancy Fontaine, Art Grenier, Hope Grenier, Pat Guerriere and Travis Royce.

Some of the duties Committee members perform are:

- Coaching the teams – baseball, softball, soccer, basketball
- Maintaining the fields – dragging, painting lines, repairing fences & goals
- Coordinating snack tables and stations – buying & preparing food, setup & tear down, collecting the funds
- Maintaining the Town Pool, Patch Park, and Swan Common
- Organizing events such as walk-a-thons, dances, Winter Carnival, movie nights, fund raisers, etc.

The Recreation Committee sends out a thank you to all the many volunteer coaches, referees, and umpires. Without you, these sports activities could not happen. BTW, Officials are always needed. If you are an experienced coach, ref, ump, or someone who wants to get that experience, give us a call.

Our Charlestown Babe Ruth 16U Softball team had an exciting season starting with hosting the New England Regional Tournament, placing second they were invited to compete at the World Series in Florida, funds were raised and they traveled to Florida to compete in the World Series, a trip that will be remembered for their lifetime. We would like to thank coaches; Art Grenier, Tom Cobb, Chris Beneat & Bill Otis, as well as the volunteers & supporters who made this trip & tournament a success.

The Town Pool had another successful season. The skilled lifeguards watched over many swimmers enjoying the cool water on hot sunny days. If you would like to be a lifeguard, please enquire at the Selectmen's Office. The pool is open daily in the summer. Please join in the fun for a nominal daily fee. If you plan to go often, a season pass may be the better option. Tickets can be purchased at the Pool office or the Selectmen's office.

The 34th Winter Carnival was another great success. The activities this year included Disc Golf, Rec vs Police/Fire Basketball Game, Candy Bar Bingo, Wiffle Ball, Free Throw, Movie Night, Broom Hockey, Dr. Seuss's Birthday Brunch, Chili Cook-Off, Cardboard Sled Racing, Free swim at Edgar May, Snow Ball Social, and the Winter Carnival Breakfast. Hope to see you at the festivities next year.

Please continue to monitor the Charlestown Recreation Department Facebook page and watch for the sandwich boards for announcements. And if you'd like to see your ideas and projects highlighted, please give us a call.

CHARLESTOWN FIRE DEPARTMENT

Calls for our Department assistance increased from 218 in 2015 to 308 by the end of 2016. Some of the increase was for assistance to our Town ambulance or mutual aid ambulance service. Whenever possible we supply manpower for lift assists. There were a few small brush fires and we also provided mutual aid for surrounding towns.

Two well-respected members of our Department have moved and left our ranks: Ken Arkell, a long time firefighter and Fire Warden moved to Florida and Ben Hoyt moved to Arizona to pursue his career as a full-time firefighter and paramedic. We have two new personnel: Victor Spigaroio who moved here from Connecticut and Charlestown resident, Roger Rumrill who has brought his experience from the Claremont Fire Department. Victor has accepted responsibility for our fire prevention and outreach program and is active in our schools and community organizations.

We always need more personnel. If you are 18 years old or older, and looking for a way to be of service to your community, please come see us. At any fire scene we need all kinds of help from command to drivers and pump operators to exterior firefighters, water supply or traffic control. I am certain we can find a job that fits your interests. Our Department covers many of the expenses of outside training as well as provides in-house training.

Charles E. Baraly, Fire Chief

EMERGENCY MANAGEMENT

Charlestown has been spared another year from disasters. While we do live in an area not subject to major weather events, we must continue to plan and train to handle the unexpected. In addition to having Town plans for evacuation and relief of disaster victims, we urge all residents to review their personal disaster plans. There are materials available from my office and at the Town Offices to assist you. Please review and practice emergency procedures with your children to make sure everyone in your household is familiar with 911 dialing and how to leave your home safely should there be an emergency. Know your neighbors and share your concerns and plans with them and with your extended family.

It can take time for the state or national agencies to respond to local emergencies, so remember that there are local resources also available. In addition to the Police, Fire and Emergency Management services, local churches and the Senior Center may have additional information and assistance to offer.

The Fire Station operates as a warming shelter and recharging station during emergencies. We supply drinking water as well, and have cots and bedding supplied by the Red Cross. We continue to work on securing a central reliable shelter that has both showers and a generator. On-line resources are the American Red Cross, NH Emergency Management or FEMA.

Stay safe and prepared.

BUILDING / FIRE INSPECTOR

As Building and Fire Inspector it has been a pleasure to work with the citizens of Charlestown. In general the citizens comply with the rules and regulations of ICC and cooperate in obtaining permits through the Selectboard's Office. A list of rules and permit fees are available to anyone. The State ICC books are available for review in the Selectboard's Office and the Library for interested parties.

The Town of Charlestown is a member of ICC (International Code Council), The National Fire Protection Association (NFPA). National Electrical Code and NH Building Official Association.

In 2016 there were 89 Building Permits issued for additions, alterations and renovations to residential and commercial structures. Several permits were issued for upgrading of electrical services and plumbing. Two permits were issued for construction of frame homes and several permits for manufactured homes. I work closely with contractors, electricians and plumbers to bring all structures up to State and IRC/IBC codes. I attended code update meetings as they became available. We adopted the updated codes 2009 and also NEC 2014.

Just a reminder, it is required that all manufactured housing new and old being moved or re-located in Town will require hard wired smoke detectors with battery back-up in each sleeping area and hallways, CO detectors will also be required.

It is now mandatory to file an application to install oil burning equipment (RSA 153:5). All new outdoor wood boilers, pellet stoves, and indoor wood, pellet stoves require a Fire Inspection Permit. Additionally, inspections of foster/day care and Town buildings are done on a regular basis.

All demolition or renovations will require an asbestos inspection by a State certified asbestos inspector. This is a State requirement pursuant to RSA 141-E and the N.H. Code of Administrative Rules. Permit fees in 2016 brought in \$5,758.28 to offset the costs associated with building inspections.

Please note that any new homes, additions, basement finish or interior closed wall construction with rough plumbing or electrical concealed, must be inspected before the wall finish is installed. A final inspection is required before occupancy.

FIRE RAPID ENTRY SYSTEM (Knox Box) has been added as a requirement to new two-family, multi-family and commercial buildings.

The position of Building Inspector/Code Enforcement Officer is part-time only. As such, I am available two days each week in the office, Mondays and Wednesdays from 4:00 PM to 6:00 PM. For inspections, I'm usually available most days by calling the office, with follow up on the same day or next day by leaving a message at 826-4400.

Respectfully submitted,
Jon B. LeClair
Building/Deputy Health/Fire Inspector

HEALTH OFFICER

In 2016, Health Officer, Steven Neill continued to perform inspections for licensed day care/foster care facilities. He, once again followed up on complaints regarding septic issues, dog bites, and overflowing trash bins/trash piles in yards. Other health complaints that were addressed range from outdoor heater installations, mold investigations to unsanitary living conditions.

Training seminars were attended, which allows him to keep up to date with the changes that are happening in the health officer organization. He continues to work closely with the Public Health Network for Sullivan County to work on disaster plans for our region.

There are no set office hours for the Health Officer, but if you should need to reach one of us for any reason, please feel free to call the Selectman's office at 826-4400

Respectfully Submitted, Steven Neill – Charlestown Health Officer



CONSERVATION COMMISSION

The Charlestown Conservation Commission meets on the third Monday of each month at 7:00PM in the Community Room below the library. The public is invited to attend.

The Commission was very active this year in maintaining and promoting the towns hiking trails. The Commission is a member of the Upper Valley Trails Alliance and our trails are listed on their program entitled Upper Valley Trails Finder. By going to their website www.localmotion.org/trails/ you can find all our trails mapped out with directions on how to access, length of trails and other pertinent information along with pictures. Trail maps are also available in the Selectboard office.

Annual projects the Commission were involved with included the semi-annual Adopt-a-highway clean-up along Rt. 12, and the yearly monitoring of the LCIP (Land Conservation Investment Program) easements held by the state and monitored by the Commission.

The Commission also sponsors Green-up day the first Saturday in May of each year. Many thanks to the people who volunteered their time picking up trash and to the local businesses for their donations in providing a feed for the volunteers.

The Commission was very active this year in utilizing the new forest management plans for the Halls Pond and Reservoir lots which were finished late last year. In the Halls Pond lot a mature timber harvest was marked out and completed. In the Reservoir Lot another timber harvest has been marked out, gone to bid and a contract signed. This sale is more focused on weeding and thinning and is weather dependant due to wetter ground conditions in this lot and will only be done under frozen conditions.

Both of these sales are a start at trying to better manage these forests for multiple use including timber production, wildlife habitat, recreational use, and protect water quality as the top priorities.

The Commission is looking for new members who are interested in protecting the town's resources and would like to be active in making Charlestown a great place to live.

Respectfully submitted

Richard Holmes, Chairman



CHARLESTOWN POLICE DEPARTMENT

MISSION STATEMENT

In cooperation with the people of Charlestown and in partnership with other public and private agencies, to assume a leadership role through a problem-solving approach to preventing crime and disorder, reducing citizen fear of crime, providing for the safe and efficient flow of traffic, providing various support activities, and improving the quality of life as we work together to make Charlestown the preferred community to live.

2016 was a busy and productive year at the police department. We welcomed some new staff with the hiring of two full time officers to fill vacancies. We welcomed Denis O'Sullivan who was previously a part time officer with us. He is a native of Newport and had previously worked as a communications specialist with the City of Claremont. We also welcomed Jeremiah Haynes. Jeremiah is a long time Charlestown resident who had been working in the private sector before entering his career in public service.

2016 ANNUAL REPORT FALL MOUNTAIN FOODSHELF

2016 was another wonderful inspiring year filled with love, generosity, and so much caring for the well being of others. We had good nutritious food to offer everyone who came to us for help with food.

Our shelves remained well stocked because of the generosity of the communities. We are grateful to the towns, individuals, families, churches, businesses, our schools and their staffs, the Boy Scouts, the Girl Scouts, the 4H groups, the Walpole Reuse Center Thrift Shop, and our many local organizations that did tremendous food and monetary collections throughout the whole year.

We are grateful to the town of Langdon for the use of the space in the municipal building in 2016 and to the town of Charlestown for paying the rent for our space for the Foodshelf site in Charlestown. Both sites are wonderful and we are thankful for them. We are grateful for the monetary donations from the Town of Acworth and the Town of Walpole.

We successfully met the two \$10,000 fund raising challenges. Everyone's generosity has made a huge difference in the quality of life for so many families. Their continued generous gifts to help the Foodshelf are so heartwarming. We know we will meet the two \$10,000 challenges again this year. What a blessing they will be.

In 2016 12,470 times families came to the Foodshelf for help. They included 50,430 individuals of all ages. We were so blest to be able to provide them with 1,549,820 nutritious meals. Everyone

who came to us for help with food left with a good supply of food and feeling very much cared for. It is very sad and very discouraging not to have food to feed your family. The Foodshelf provides much needed food for the body and food for the spirit. Our client's spirits are very uplifted by the food they receive and by the caring and help given them by our volunteers.

We provided 1,106 families with wonderful Thanksgiving dinner boxes. We had so many wonderful high school students, Girl Scouts, Boy Scouts, 4H members, and community members helping us fill and deliver some of the boxes to shut-ins. The people were excited to have such a delicious meal to share with their loved ones. They were all very thankful.

Our 9th year of "Grow A Row for the Foodshelf" was awesomely successful. Farmstands, local farmers, gardening groups, and many local families regularly donated many varieties of beautiful locally grown produce. Our clients were thrilled and grateful to have so many beautiful vegetables and fruits. It is such a wonderful gift to share. Many of our clients canned and froze the produce for the winter months. Our 10th year 2017 will be very successful too. People are already planning on growing a row for us. We will receive lots of delicious donations.

Everything we accomplish at the Foodshelf is made possible by the many volunteers that give so much of themselves to helping the Foodshelf and all the families we serve. They are a very dedicated group of loving and caring people. They give so, so much of themselves to make coming to the Foodshelf a very positive experience for our clients. We are very grateful for their dedication and hard work. If you are interested in volunteering even for a couple of hours let us know. It will be a very rewarding experience in so many ways. Try it you will like it.

We are grateful to our Foodshelf Advisory Committee, Chaired by Lou Beam with representatives from all of the towns. They have been wonderfully supportive. They will be helping us find a permanent place to move to in five years. All will proceed in a very positive way.

We are blest we were able to sign a five year lease for our current space from the Town of Langdon. We will be paying the rent and utilities. Dennis McClary, a member of the Advisory Committee and a resident of Langdon, helped get a grant from Sullivan County to help for these expenses. Dennis also was able to get several other grants to pay for a walk in freezer. This will save on the electric bills as we were able to give the 16 older freezers away.

Thank you all so very much for your tremendous, generous caring and support in 2016 and throughout our 37 years of helping our neighbors who are in need of help with food. It is very wonderful to be part of such caring and generous communities that truly care about the well being of their neighbors. Many blessings to everyone for 2017. May you have a wonder filled year!

Respectfully submitted,

Mary Lou Huffling, Director

Email address: fallmountainfoodshelf@gmail.com

Website: www.fallmountainfoodshelf.org

Facebook: fall mountain foodshelf

2016 ANNUAL REPORT

FALL MT FRIENDLY MEALS REPORT

2016 was another truly wonderful and fun year at the Friendly Meals. Our 29th year was a year of good fellowship, fun times, and wonderful home cooked food. It is wonderful to break bread together every Tuesday and Thursday at 11 o'clockish at the Alstead Fire Station. People come to enjoy being together and to savor a delicious meal made and served with love. Friendly Meals is food for the body and food for the spirit.

A wonderful spirit of volunteerism has made this program successful for the 29 years. Our dedicated volunteers transport the food from the storage area in Langdon, cook the food at the kitchen, set up the meal site, serve the meals, prepare the meals on wheels, deliver the meals on wheels, and clean up the kitchen and fire station. These wonderful, giving volunteers have brought wonderful nutritious meals and much joy and love into the lives of so many people.

In 2016 we provided 27,976 full course meals to homebound people in all the area towns. Having a good meal helps people to be able to stay in their own home and stay healthy. It is also heartwarming to have someone stop by and visit. People look forward to the meal and the visit. We are so very blest to have so many caring folks who give of their hearts and time to deliver meals to others twice a week. It is a beautiful gift.

We are truly grateful to the Town of Alstead for the use of the kitchen on Bragg Lane and the Fire Station. It is a gift that has touched the lives of so many people over these 29 years. We appreciate the Town of Langdon allowing us to store our food in their building before we take the food to the kitchen to cook. We are grateful for the monetary support from the towns of Acworth and Walpole.

The folks enjoyed getting the fresh produce from the farms and local gardeners. Local grown fresh produce is so delicious. We are looking forward to the fresh veggies and fruits in 2017.

The Friendly Meals is supported by local donations. The donations we receive at Helen's Haven our thrift shop at the Alstead Transfer Station all benefit the Friendly Meals. We do not receive any state or federal funding. All donations are used to provide the food and the necessary supplies to serve the meals and for the meals on wheels. A very small portion is spent on our share of gas for food pickup and insurance and, repairs for the van. We share these expenses with the Foodshelf. Hopefully once again this year we will have a \$10,000 matching grant from Memorial Day to July 4th. It will help so much with the cost of food having escalated. We are so blest to have so many generous people who support the meals and care about the well being of our people.

Thank you for your continued caring and support these past 29 years. Many lives have been touched and blest by the meals program; It means so much to so many to have good nutritious meals. 2017 will be another great year of sharing meals together every Tuesday and Thursday. Many blessings to all of you in 2017.

Respectfully submitted,

Mary Lou Huffling, Director

HEALTH & HUMAN SERVICES

More than eighty-nine Charlestown individuals/families contacted the Health and Human Services Office requesting assistance. Assistance was given for housing, food, fuel, electric, and burial emergencies. Applicants were encouraged to work out solutions or negotiate directly with utility companies, fuel companies, and landlords to make payment arrangements whenever possible, reducing dependence on town assistance. In several instances a formal application was not completed.

Not all applicants requesting assistance were eligible to receive financial support from the Town. When this is the case staff identifies alternative solutions when town assistance was not an option. In most instances staff was able to make referrals to other organizations and agencies that offered the necessary resources. These service providers included but were not limited to:

- NH Department of Health & Human Services
- Southwestern Community Services
- Social Security Administration
- NH Employment Security
- Charlestown Food Pantry
- Charlestown Area Christmas Fund
- Local Churches
- Partners in Health
- Community Alliance Transportation and Volunteer Driver Programs
- Turning Points Network

In 2016 staff worked closely with more than (50) individual landlords, organizations, vendors and churches to serve the Charlestown Community. Staff also increased visibility by posting Town Assistance and program information for, energy assistance, food, housing, homeless prevention and homeless services in Our Town Paper, on Community Bulletin Boards in the Library and on the Town's Website.

Charlestown Health & Human Services is dedicated to promoting independence and quality of life. Adhering to those principals, we work to promote and encourage self-sufficiency and wellness while ensuring that the NH laws governing Town Assistance and the Town's Guidelines for providing assistance are followed. Staff attends regular meetings to stay informed of policy, guidelines, laws and procedures that govern Town Assistance. Staff also routinely attends meetings with area service providers to stay informed of the most current available services and supports to supplement or replace dependence on Town Assistance.

In addition to regular office hours our staff is available to residents in emergency situations outside those hours by calling 603-826-4400, Monday-Friday 8:00am–4:00pm excluding holidays. To help maintain confidentiality applications are available on the wall in the Selectman's office. Additionally, applications are still available on the Town's website.



UPPER VALLEY LAKE SUNAPEE REGIONAL PLANNING COMMISSION

ANNUAL REPORT TO MEMBER COMMUNITIES 2016

Serving 27 communities in Grafton, Sullivan and Merrimack Counties since 1963, the Upper Valley Lake Sunapee Regional Planning Commission (UVLSRPC) has been providing professional planning assistance to municipal boards, along with inter-municipal planning, liaison between local and state/federal agencies, and assistance on development, public health, and environmental issues.

In 2016 Executive Director Nate Miller became the Transportation Planner at Southern New Hampshire Regional Planning Commission, and Senior Planner Mike McCrory joined the City of Claremont as their new City Planner. We appreciate their contributions, and we do miss them.

Highlights of our work and accomplishments in 2016 include:

- Responded to more than 150 requests from our towns and cities for technical assistance.
- Provided five Household Hazardous Waste Collections that served approximately 1,000 households.
- Performed Community Readiness health assessments with Enfield, Lebanon, and Newbury.
- Initiated a regional Brownfields identification, assessment, and remediation planning program.
- Trained local staff about environmentally responsible transfer station practices.
- Conducted eleven school chemical site evaluations.
- Updated local Hazard Mitigation Plans with Claremont, Cornish, and Lebanon.
- Helped Unity, Washington, and Claremont update their Local Emergency Operations Plans.
- Assisted efforts toward a Sullivan County Comprehensive Economic Development Strategy.
- Began the 2019-2028 Ten-Year Transportation Improvement Plan to identify and prioritize regional infrastructure improvements to be funded and constructed by NHDOT.
- Helped to identify transit and paratransit issues in Sullivan County, to restore needed mobility services, and to coordinate planning for improved public and human services transportation.
- Conducted more than 110 traffic counts across the region.
- Developed Acworth's Road Surface Management System.
- Led transit feasibility study along the I-89 corridor linking New London, Lebanon, and Hanover.
- Assisted Lebanon, Hanover, and Advance Transit with public transit signal prioritization analysis.
- Helped Lebanon with funding requests for Route 120 pedestrian and bicycle improvements.
- Provided assistance to Enfield Shaker Village and Lake Sunapee Scenic Byway committees.
- Provided Circuit Rider planning staff assistance to Orford, Springfield, Claremont, and Wilmot.
- Helped Unity, Springfield, Newport, and Claremont to comply with new Accessory Dwelling law.
- Began the Wilmot Master Plan with completion of the Community Survey.
- Began the Transportation Chapter of Claremont's Master Plan; resumed the city's Rail Trail study.
- Helped Planning Boards to evaluate Projects of Regional Impact.
- Provided administrative and staffing assistance to the Connecticut River Joint Commissions.

Please contact us at (603) 448-1680 or jedwards@uvlsrpc.org, to share your thoughts and suggestions. It is a pleasure to serve the municipalities of this region. Thank you for your support over the decades.

Jonathan Edwards, Interim Director

**DEPARTMENT OF STATE
DIVISION OF VITAL RECORDS ADMINISTRATION**

RESIDENT MARRIAGE REPORT

01/01/2016 - 12/31/2016

-- CHARLESTOWN --

Person A's Name and Residence	Person B's Name and Residence	Town of Issuance	Place of Marriage	Date of Marriage
TRUELL, MAXINE S CHARLESTOWN, NH	ROY, CARLENE L CHARLESTOWN, NH	CHARLESTOWN	CHARLESTOWN	01/08/2016
CALKINS, SCOTT A CHARLESTOWN, NH	FLANDERS, TONIA E CHARLESTOWN, NH	CLAREMONT	NEWPORT	03/20/2016
WEIK, JOSHUA A CHARLESTOWN, NH	SNELLING, ANDREA M CHARLESTOWN, NH	CHARLESTOWN	RINDGE	06/18/2016
ROSS, MATTHEW D CHARLESTOWN, NH	WALKER, WINDY S CHARLESTOWN, NH	CHARLESTOWN	WALPOLE	06/25/2016
FISHER, JAY A CHARLESTOWN, NH	YOUNG, SARAH H CHARLESTOWN, NH	CHARLESTOWN	CHARLESTOWN	07/16/2016
KINSON, ASHLEY C CHARLESTOWN, NH	SYLVESTER, JOHN W CHARLESTOWN, NH	CHARLESTOWN	WALPOLE	07/23/2016
KING, KAIJA P CHARLESTOWN, NH	REYNOLDS, CODY W PUTNEY, VT	CHARLESTOWN	WALPOLE	08/17/2016
CHAMBERS, LONNIE D CHARLESTOWN, NH	MOULTON, HEATHER R CHARLESTOWN, NH	CHARLESTOWN	ACWORTH	09/17/2016
DAVIS, ROBERT L CHARLESTOWN, NH	KINDER, SARAH A CHARLESTOWN, NH	CHARLESTOWN	CHARLESTOWN	09/24/2016
CUTTS, GABRIELLE R CHARLESTOWN, NH	CUMMINGS, JOHNATHAN M CHARLESTOWN, NH	CHARLESTOWN	CROYDON	10/08/2016
PERKINS, EUGENE L CHARLESTOWN, NH	SZUCH, JENNIFER A CHARLESTOWN, NH	WALPOLE	WALPOLE	11/13/2016

Total number of records 11

DEPARTMENT OF STATE
DIVISION OF VITAL RECORDS ADMINISTRATION

RESIDENT BIRTH REPORT

01/01/2016-12/31/2016

--CHARLESTOWN--

Child's Name	Birth Date	Birth Place	Father's/Partner's Name	Mother's Name
WEATHERFORD, PARKER LEE	01/22/2016	LEBANON,NH	WEATHERFORD, TIMOTHY	WEATHERFORD, CHELSEA
LAVALLEY, LYNDIN CHRISTOPHER	02/01/2016	LEBANON,NH	LAVALLEY, CHRISTOPHER	HAMMERLE, ANGEL
LECLAIR, LILY ROSE	02/04/2016	LEBANON,NH		LECLAIR, JESSICA
PERRY, COOPER JAMES	02/05/2016	LEBANON,NH		CLOW, CHRISTA
BLANCHARD, CARTER STEVEN ALLEN	02/11/2016	LEBANON,NH	BLANCHARD, ADAM	DEVENEY, KATHERINE
WADE, OWEN SCOTT	03/10/2016	KEENE,NH	WADE, SCOTT	WADE, KELLY
JUDKINS, VALERIE TAYLOR	03/23/2016	LEBANON,NH	JUDKINS, CHRISTOPHER	JUDKINS, ALLISON
DAVIS, SUMMER ROSE	04/01/2016	LEBANON,NH		MOORE, NOVEMBER
BROWN, ADELAIDE ELIZABETH	05/12/2016	LEBANON,NH	BROWN, JOHN	BROWN, SARAH-JANE
BISHOP, SAVANNAH CADENCE	05/13/2016	LEBANON,NH	BISHOP, JASON	BISHOP, JILLIAN
JACKMAN, CARTER GREGORY	05/29/2016	LEBANON,NH	JACKMAN, PATRICK	JACKMAN, HAILEY
CASTELLANO, CORALINE VELA	06/13/2016	LEBANON,NH	CASTELLANO, KEITH	CASTELLANO, JORDAN
ROWE, LAYLA LEE	06/19/2016	LEBANON,NH	ROWE, TYLER	HICKS, LAURA
ST PIERRE, JAMESON CHARLES	07/11/2016	LEBANON,NH	ST PIERRE, JACOB	ST PIERRE, KAYLEE
GUYETTE, ZOIEE HOPE	08/06/2016	LEBANON,NH	GUYETTE, ERIK	GUYETTE, HEATHER
BAIRD-TORNEY, HAZEL LYN	11/18/2016	KEENE,NH	BAIRD-TORNEY, MATTHEW	BAIRD-TORNEY, SHAWNA
WOODDELL, ISABELLA MAE	12/20/2016	LEBANON,NH	WOODDELL, JUSTIN	WOODDELL, MELISSA
LASKA, MADDOX MARTIN	12/27/2016	LEBANON,NH	LASKA, MICHAEL	LAFERIERE, SAMANTHA

Total number of records 18



**DEPARTMENT OF STATE
DIVISION OF VITAL RECORDS ADMINISTRATION**

RESIDENT DEATH REPORT

01/01/2016 - 12/31/2016

--CHARLESTOWN, NH --

Decedent's Name	Death Date	Death Place	Father's/Parent's Name	Mother's/Parent's Name Prior to First Marriage/Civil Union	Military
LYNCH, ESTELLE	01/06/2016	CLAREMONT	PARROTT, WINNEFRED	STEVENS, FRANCES	N
FRAZER, LISA	01/09/2016	CHARLESTOWN	ASHLINE, GEORGE	VALCOURT, CAROL	N
HOBBS, MYRON	01/19/2016	CHARLESTOWN	HOBBS, MYRON	OBRIEN, ETHEL	Y
YOUNG, KATHARINE	02/05/2016	CLAREMONT	BARRY, ELDERIC	BREAU, EVANGELINE	N
RICHARDS, LINDA	02/11/2016	CHARLESTOWN	WOODCOCK, MALCOLM	POTTER, DORIS	N
GRATACOS SR, FRANK	02/15/2016	CLAREMONT	GRATACOS, JOSEPH	MONTALVO, MERCEDES	Y
WALLACE, DEBRA	02/21/2016	CHARLESTOWN	SEREM, JEROME	COUITT, GAIL	N
PILETZ, BARBARA	02/21/2016	CHARLESTOWN	ADAMS, GEORGE	LINFIELD, ETTA	N
SHERMAN, CHARLOTTE	03/07/2016	CLAREMONT	PRATT, LAWRENCE	MANNING, PRISCILLA	N
PETRIN, FLORENCE	03/11/2016	CHARLESTOWN	ZIGMAN, SAVERY	SWENTON, MARGARET	N
KINGSBURY, HELEN	04/01/2016	CHARLESTOWN	GILLEY, HUGH	MCKAY, RUTH	N
WISNER, GAIL	04/07/2016	CHARLESTOWN	WISNER, ELBERT	HART, VERA	N
HINDS, PATRICIA	04/14/2016	CHARLESTOWN	THATCHER, HERMAN	CALDWELL, BEATRICE	N
LARIVIERE JR, JOSEPH	04/20/2016	CHARLESTOWN	LARIVIERE SR, JOSEPH	PLANT, MARION	N
BREHIO, WILBUR	05/06/2016	CHARLESTOWN	BREHIO, CHARLES	ST THOMAS, MELINA	Y
BLANCHARD, LEONARD	05/23/2016	LEBANON	BLANCHARD, ALLEN	BROWN, LUCY	Y
BAKER, GERTRUDE	05/28/2016	UNITY	BAKER, MILTON	CHAPMAN, GLADYS	N
SUTHERLAND, LINDA	06/08/2016	CHARLESTOWN	BALL, HAROLD	NOT KNOWN, FAITH	N



**DEPARTMENT OF STATE
DIVISION OF VITAL RECORDS ADMINISTRATION**

RESIDENT DEATH REPORT

01/01/2016 - 12/31/2016

--CHARLESTOWN, NH --

Decedent's Name	Death Date	Death Place	Father's/Parent's Name	Mother's/Parent's Name Prior to First Marriage/Civil Union	Military
PLUTA, MARGARET	06/19/2016	UNITY	CALIRI, FRED	ST MARTIN, LORETTA	N
KELLY, LUCILLE	06/22/2016	CHARLESTOWN	JOHNSON, DAVID	GRANT, HILDA	N
ENNIS, ROBERT	06/28/2016	LEBANON	ENNIS, GEORGE	DODGE, JOANNE	N
FOSTER, HEIDI	07/11/2016	CHARLESTOWN	PETERSON, RUSSELL	ANDERSON, LINDA	N
MOORE, LUCILLE	07/16/2016	CHARLESTOWN	SIEBERT, HOWARD	ANDERSON, ALMA	N
PEPIN, ERROL	07/16/2016	CHARLESTOWN	PEPIN, LARRY	CRAWFORD, LAURA	N
AMES, JULIUS	07/18/2016	CHARLESTOWN	AMES, LOWELL	PITKIN, RACHEL	N
COLBURN, GLENN	07/20/2016	CHARLESTOWN	COLBURN, HUGH	DECELL, CLARA	N
COLE, HOWARD	07/21/2016	CLAREMONT	COLE, MYRL	UNKNOWN, LILLIAN	Y
SYKIE, MATTHEW	07/21/2016	LEBANON	SYKIE, JOHN	MORWAY, TAMMY	N
WEAVER, PAUL	07/23/2016	CHARLESTOWN	WEAVER SR, KENNETH	SCHOFIELD, EVELYN	N
TANGUAY, GASTON	07/23/2016	LEBANON	TANGUAY, EMILIEN	LACROIX, DEMERISE	N
HICKS, MARLENE	07/23/2016	LEBANON	UNKNOWN, UNKNOWN	UNKNOWN, UNKNOWN	N
COLE, MERRYL	08/03/2016	CLAREMONT	BOWEN, JOHN	ABBEY, MERRYL	N
FRENETTE, MARJORIE	08/11/2016	CHARLESTOWN	SNIDE, LUTHER	AIKEN, ETHEL	N
DEARBORN, JAMES	08/21/2016	CLAREMONT	DEARBORN, ROGER	KENYON, LINDA	N
BOUDREAU SR, ROBERT	09/02/2016	UNITY	BOUDREAU, ALFRED	GAULIN, FLORENCE	N
PECOR SR, CLINTON	09/12/2016	LEBANON	PECOR, HARRY	WILDER, LILLIAN	Y



**DEPARTMENT OF STATE
DIVISION OF VITAL RECORDS ADMINISTRATION**

RESIDENT DEATH REPORT

01/01/2016 - 12/31/2016

--CHARLESTOWN, NH --

Decedent's Name	Death Date	Death Place	Father's/Parent's Name	Mother's/Parent's Name Prior to First Marriage/Civil Union	Military
FERLAND, RONALD	09/24/2016	UNITY	FERLAND, DONAT	CHOQUETTE, BERTHA	Y
SHEPA, DOROTHY	09/29/2016	NEWPORT	UNKNOWN, UNKNOWN	UNKNOWN, UNKNOWN	N
PETRIN, ORIGENE	10/03/2016	CHARLESTOWN	PETRIN, ALBERT	JOYAL, FLORE	Y
SUTHERLAND, FRANCIS	10/03/2016	CHARLESTOWN	SUTHERLAND, HERBERT	BARKER, ELSIE	N
JUDD, CAROL	10/04/2016	LEBANON	STEARNS, ROSWELL	MALONE, HAZEL	N
RAYMOND, JEFFREY	10/11/2016	LEBANON	RAYMOND SR, WILLIAM	LASKY, MARY	Y
ROBERTS, EDWARD	10/16/2016	CHARLESTOWN	ROBERTS JR, EDWARD	BLADE, EVELYN	Y
DAVIS, HAYFORD	10/26/2016	CHARLESTOWN	DAVIS, LEO	RUGGLES, EMMA	U
MCCUSKER, RICHARD	10/28/2016	CLAREMONT	MCCUSKER SR, HENRY	MALBOURN, HELENA	N
BEEBE, ANTHONY	11/04/2016	CLAREMONT	BEEBE, ARTHUR	GREEN, CHRISTINE	N
WILKINS, WILLIAM	11/07/2016	LEBANON	WILKINS, HENRY	UNKNOWN, KATHRYN	N
FLAGG, BEULAH	11/09/2016	UNITY	MURDOUGH, FRED	BLAKE, FLORENCE	N
BOUDRIEU SR, ANSON	11/14/2016	CHARLESTOWN	BOUDRIEU, ALBERT	LANCEY, DOROTHY	Y
CLARK, DEBRA	12/17/2016	CHARLESTOWN	ALLEN, ALBERT	PARKER, NORMA	N
STONE, GREGORY	12/21/2016	CHARLESTOWN	STONE, RICHARD	ALAN, MARGARET	N

Total number of records 51

Water and Wastewater Department Town Report 2016

Charlestown Water:

We have three wells in Charlestown Clay Brook Well and Bull Run Well #1 and # 2
Clay Brook Well Produced 36,730,000 Gallons of water in 2016
Bull Run Well #1 Produced 29,124,414 Gallons of water in 2016
Bull Run Well #2 Produced 64,603,604 Gallons of water in 2016
Total pumped for 2016 in Charlestown 130,458,018 Gallons of water.
Clay Brook can produce 370 gallons per minute or 530,000 total gallons per day
Bull Run Well #1 can produce 200 gallons per minute or 288,000 total gallons per day.
Bull Run Well # 2 can produce 500 gallons per minute or 720,000 total gallons per day.
The Town of Charlestown has a total capability of 1,250,000 Gallons per day.
With these sources we have water for the next 50 to 100 years with excellent growth potential for the Town.
We had a very busy year with two new connections, Six frozen meters replaced for customers, Responding to seven water service leaks, and three main water line leaks, Turned on or off fifty nine customers for various reasons, Responded to one hundred thirty five customer request, repaired four curb stops, repaired or replaced 109 meters.

Maintained four pumping stations, flushed hydrants twice spring and fall, read meters twice spring and fall.
Passed all water testing and analysis
Passed all State and Federal Guidelines and Inspections
Maintained and reported the back flow prevention program.
Maintained and reported the wellhead protection program.
Maintained all seven State and Federal Permits

Charlestown Wastewater:

Operated and maintained wastewater treatment facility
Operated and maintained two sewer pump stations
Collected 53,268,000 Gallons of sewerage, cleaned and treated then returned to nature.
Discharged 30,860,000 Gallons of clean treated water to the Connecticut River
Passed all State and Federal Permit requirements for 2016
Maintained all eight State and Federal Permits
Achieved a pollution removal yearly average of 99.0%
Passed toxicity and chemical testing
One new service hookup
Responded to five sewer complaints, assisted with two sewer service line repairs, repaired one sewer main line, jetted and cleaned 10 % of the collection system

Applied for a new discharge permit for the treatment facility
Maintained industrial discharge permits and reporting program
Filed all federal required reports and documentation
Passed all State and Federal inspections

North Charlestown Water:

We have two wells in North Charlestown we operated both as needed to keep up with demand.
Well # 1 Water Produced in 2016 = 4,886,700 Gallons
Well # 2 Water Produced in 2016 = 4,139,200 Gallons
Total produced in North Charlestown = 9,025,900 Gallons
Maintained one pumping station, flushed hydrants twice spring and fall, read meters twice spring and fall.
Passed all water testing and analysis
Passed all State and Federal Guidelines and Inspections
Arsenic removal system is working nicely with a 0.008 mg/l average.

This is just a small snapshot of what is accomplished on a yearly basis in the water and wastewater departments for more complete description look at our Consumer Confidence report and or call 826-5387.

WATER DEPARTMENT

Balance on hand January 1, 2016 – Money Market \$ 33,850.44

Deposits:

Rents - Current	\$ 243,229.06	
Rents - Prior Years	115,400.55	
Rents Paid in Advance/Overpaid	247.42	
Interest on Delinquent Accounts	841.14	
Meters - Current	10,174.44	
Interest on Investments - less fees	19.19	
TOTAL	\$ 369,911.80	\$ 403,762.24

Disbursements:

Public Works Administration	\$ 3,078.40
Clerical	10,255.00
Treasurer	1,250.00
Water Commissioners	6,000.00
Water Collector	3,350.36
Admin. Health/Disability Ins	3,472.61
Admin. FICA/Medicare	1,748.87
Admin. Retirement	1,863.58
Dental Insurance	-
Software Support	2,450.40
Bank Fees	-
Educational Programs	80.00
Office Supplies, Equip, Comp	293.44
Postage	1,334.40
Water Tests	4,294.54
Salaries Full Time	85,322.91
Overtime	5,582.58
Health/Disability Insurance	24,931.80
FICA/Medicare	6,561.27
NH Retirement	10,115.84
Unemployment/Workers' Comp	5,208.60
Dental Insurance	170.20
Audit	2,000.00
Mowing	3,082.50
Telephone	5,775.59
Contracted Services	4,520.00
Heating Oil/Propane	3,855.58
Electricity	50,664.90
Building Maintenance	1,755.55

WATER DEPARTMENT

Property, Vehicle Insurance	5,603.36	
Dues/Fees/Courses	457.00	
Equipment	4,044.33	
Gasoline	6,373.18	
Vehicle Maintenance and Repair	3,644.35	
Uniforms	1,118.86	
General Expenses	1,373.84	
Safety Equipment	803.63	
Arsenic Filtration System	2,547.67	
Meter Installation & Repair	20,116.71	
Line Installation & Repair	8,846.87	
Fire Hydrant Replacement	2,426.78	
Alarm Monitoring	245.56	
Plant Maintenance & Repair	3,436.82	
Chemicals	5,384.87	
Booster Station Maintenance	1,242.66	
Dam Maintenance	569.36	
Debt Principal/Interest	54,909.40	
Capital Projects	58,227.20	
Total 2016 Expenses	\$ 430,391.37	
2015 Expenses paid in 2016	6,057.86	
	\$ 436,449.23	
Encumbered - Youngs Propane - \$3489.00		
Reimbursed to General Fund	\$ 18,209.88	
Reimbursed to Sewer Fund		
Due to General Fund	\$ 305,378.88	
Money Market - December 31, 2016	\$ 44,816.90	
Rents billed out in 2015 (less abatements)	\$ 377,033.33	
Connections, jobs, etc. billed (less abatements)	\$ 10,174.44	

WASTEWATER DEPARTMENT

Balance on hand January 1, 2016 - Money Market \$ 53,739.21

Deposits:

Rents - Current	\$ 297,579.68	
Rents - Prior Years	64,447.90	
Rents - Paid in Advance/Overpaid	171.35	
Interest on Delinquent Accounts	894.67	
Dumping Fees – Current	840.00	
Hookup Fees - Current	220.00	
Interest on Investments - less fees	44.45	
	\$ 364,198.05	\$ 417,937.26

Disbursements:

Public Works Administration	\$ 1,539.20
Clerical	10,255.00
Treasurer	1,250.00
Sewer Commissioners	6,000.00
Sewer Collector	3,350.36
Salaries Full Time	56,445.28
Overtime	3,355.13
Health/Disability Insurance	20,093.57
FICA/Medicare	5,953.21
NH Retirement	8,394.60
Dental Insurance	113.46
Unemployment/Workers' Comp	2,342.37
Audit	2,000.00
Mowing	2,396.25
Bank Fees	-
Telephone	2,928.84
Lab Fees	5,920.31
Electricity	38,533.30
Heating Oil	14,048.90
Building Maintenance	2,652.26
Software Support	150.00
Property, Vehicle Insurance	4,902.94
Educational Programs	176.00
Line Installation & Repair	5,761.05
Alarm Monitoring	163.70
Office Supplies	195.45
Postage	1,077.67
Equipment	4,190.80
Gasoline	2,730.12
Lagoon Maintenance	5,706.82

WASTEWATER DEPARTMENT

Vehicle Maintenance & Repair	2,599.91	
Uniforms	702.97	
General Expenses	1,400.20	
Weed Kill	1,620.00	
Safety Equipment	143.16	
Debt Principal/Interest	57,150.60	
Contracted Services	4,712.95	
Tests	2,889.00	
Chemicals	4,025.78	
Capital Projects	40,639.30	
Total 2016 Expenses	\$ 328,510.46	
2015 Expenses paid in 2016	1,009.06	
	\$ 329,519.52	
Reimbursed to General Fund	\$ 22,091.92	
Due to General Fund	\$ 390,290.85	
Due to Water Account		
Money Market - Dec. 31, 2016		\$ 55,015.01
Rents billed out in 2013 (less abatements)	\$ 366,361.24	
Connections, jobs, billed (less abatements)	\$ 1,060.00	

STATEMENT OF DEBT

December 31, 2016
Showing Annual Maturities of Outstanding and
Long-Term Notes

WATER/WASTEWATER IMPROVEMENT 2002

New Hampshire Municipal Bonk Bank
Original Amount: \$1,000,000.00

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2017	31,000.00	25,260.00	56,260.00
2018	32,000.00	23,965.00	55,965.00
2019	33,000.00	22,760.00	55,760.00
2020	34,000.00	21,760.00	55,760.00
2021	35,000.00	20,315.00	55,315.00
2022	37,000.00	18,720.00	55,720.00
2023	39,000.00	17,035.00	56,035.00
2024	41,000.00	15,035.00	56,035.00
2025	43,000.00	12,985.00	55,985.00
2026	45,000.00	10,810.00	55,810.00
2027-2030	201,000.00	22,490.00	223,490.00
	<u>\$ 571,000.00</u>	<u>\$ 211,135.00</u>	<u>\$ 782,135.00</u>

WATER/WASTEWATER IMPROVEMENT 2003

New Hampshire Municipal Bond Bank
Original Amount: \$1,000,000.00

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2017	28,000.00	27,630.00	55,630.00
2018	30,000.00	26,320.00	56,320.00
2019	31,000.00	24,950.00	55,950.00
2020	32,000.00	23,690.00	55,690.00
2021	34,000.00	22,200.00	56,200.00
2022	36,000.00	20,450.00	56,450.00
2023	37,000.00	18,625.00	55,625.00
2024	39,000.00	16,725.00	55,725.00
2025	41,000.00	14,725.00	55,725.00
2026	44,000.00	12,600.00	56,600.00
2027-2031	248,000.00	31,700.00	279,700.00
	<u>\$ 600,000.00</u>	<u>\$ 239,615.00</u>	<u>\$ 839,615.00</u>